

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, JULY 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., Chris Rynd from the City of Parkersburg met with the County Commission to present the Home Consortium Annual Action Plan. A Resolution that was approved is attached to these minutes and shall be made a part thereof.

At 9:53 A.M., the County Commission discussed cooling centers in the County. Stacy DeCeccio from the United Way stated the available cooling centers are not seeing many people utilizing the facilities.

Upon a motion made by James E. Colombo, seconded by James E. Hamric, and made unanimous by David Blair Couch, the County Commission President, David Blair Couch, made the following appointments to the various committees:

DOWNTOWN PKB – DAVID BLAIR COUCH

ENHANCED 911 COMMUNICATIONS ADVISORY BOARD – JAMES E. COLOMBO

LOCAL EMERGENCY PLANNING COMMITTEE (LEPC) – JAMES E. COLOMBO,
JAMES E. HAMRIC & DAVID BLAIR COUCH

MID-OHIO VALLEY BOARD OF HEALTH – DAVID BLAIR COUCH

MID-OHIO VALLEY REGIONAL COUNCIL – JAMES E. HAMRIC

PARKERSBURG-WOOD COUNTY VISITORS AND CONVENTION BUREAU – DAVID BLAIR COUCH

WEST VIRGINIA EXTENSION SERVICE COMMITTEE – JAMES E. HAMRIC

WOOD COUNTY AIRPORT AUTHORITY – JAMES E. HAMRIC

WOOD COUNTY COMMISSION ON CRIME, DELINQUENCY AND CORRECTION – JAMES E. HAMRIC, JAMES E. COLOMBO & DAVID BLAIR COUCH

WOOD COUNTY COMMUNITY CORRECTIONS BOARD – DAVID BLAIR COUCH

WOOD COUNTY DEVELOPMENT AUTHORITY – JAMES E. HAMRIC

WOOD COUNTY FIRE SERVICE BOARD – JAMES E. COLOMBO

WOOD COUNTY PARKS & RECREATION COMMISSION (MOUNTWOOD PARK) – DAVID BLAIR COUCH

WOOD COUNTY PLANNING COMMISSION – JAMES E. COLOMBO

WOOD COUNTY RECREATION COMMISSION – JAMES E. COLOMBO

WOOD-WASHINGTON-WIRT INTERSTATE PLANNING COMMISSION - JAMES E. COLOMBO

WORK FORCE INVESTMENT ACT – JAMES E. HAMRIC

This is to update the Order from January 1, 2026 to place Mr. Hamric on boards that Robert K.. Tebay was on before his retirement. (Order A/3818)

Having no further scheduled appointments or business to attend to, the County Commission adjourned at 10:28 A.M.

ORDERS APPROVED AND ATTACHED TO THESE MINUTES

A/3312, C/305

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



James E. Colombo, Commissioner



James E. Hamric, Commissioner



Wood County Commission
Agenda

July 2, 2026 | 9:30 A.M.
1 Court Square, Suite 203
Parkersburg, WV 26101

9:45 A.M.	Discuss Parkersburg-Wood County HOME Consortium Annual Action Plan	Chris Rynd, City of Parkersburg
<i>CANCELLED</i>	Consider Request to Hire Bethany Fought as a Tax Deputy - \$43,000.08/yr.	
	Administrator's Report	Marty Seuffer, 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 July 2, 2026

Please Print

1.	Chris Rynd → City of Parkersburg HOME Action Plan
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RESOLUTION

**A RESOLUTION OF THE WOOD COUNTY COMMISSION AUTHORIZING PARTICIPATION IN THE
PARKERSBURG/WOOD COUNTY HOME CONSORTIUM FOR THE PERIOD OF
July 1, 2026 to June 30, 2027**

And

**APPROVING THE FY 2026 ANNUAL ACTION PLAN, AND AUTHORIZING THE FILING OF THE
PLANS WITH THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT (HUD)**

Whereas, TITLE II of the National Affordable Housing Action of 1990 provides for the creation of the HOME Investment Partnership Program, hereinafter referred to as "HOME" and

Whereas, the HOME regulations promulgated by the U.S. Department of Housing and Urban Development (HUD) under 24 CFR Part 92 authorizes units of general local government to enter into Housing Consortium Cooperation Agreements; and

Whereas, there is still a need throughout Wood County, West Virginia to provide affordable housing for low- and moderate- income residents; and

WHEREAS, the City of Parkersburg's Development Department has prepared a FY 2026 Annual Action Plan, which proposes how the entitlement grant funds will be expended to address the housing needs identified in the Five-Year Consolidated Plan; and

WHEREAS, a draft of the FY 2026 Annual Action Plan, was on public display from June 5, 2026 through July 8, 2026 and a series of public meetings and hearings were held on said plans and comments of citizens were taken into consideration in the preparation of the final documents.

Whereas, the Wood County Commission, the City of Parkersburg, the City of Vienna, and City of Williamstown, West Virginia have formed a Consortium which has been designated as a Participating Jurisdiction under the HOME Program, thereby entitling the Consortium to an annual funding; and

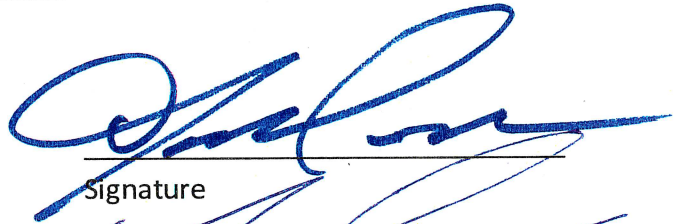
Whereas, the U.S. Department of Housing and Urban Development has awarded the Parkersburg/Wood County HOME Consortium a HOME grant in the amount of \$254,392.36 for Fiscal Year 2026; and

Whereas, the City of Parkersburg recognizes the need to obtain funding for affordable housing and has identified the HOME Program as a source of funds to meet this need.

Now, Therefore, Be It Resolved by the Wood County Commission that:

1. The Wood County Commission will continue to cooperate with the City of Parkersburg in a Consortium for participation in the HOME Program.
2. A copy of this resolution is to be submitted in the request to HUD to approve funding of the Parkersburg/Wood County HOME Consortium for the above fiscal year 2026 HOME Investment Partnership Program.

ADOPTED INTO A RESOLUTION THIS 2TH DAY OF JULY 2026 BY THE WOOD COUNTY COMMISSION WEST VIRGINIA.



Signature

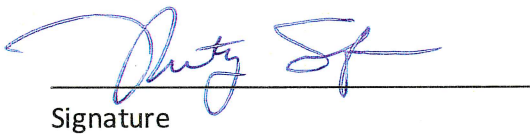
(Typed Name)

DAVID BLAIR BUCK

(Title)

PRESIDENT

ATTEST:



Signature

MARTY SEUFEL

(Typed Name)

COUNTY ADMINISTRATOR

(Title)

Parkersburg-Wood County HOME Consortium Program Budget

FY 2026 HOME Allocation from HUD	\$254,392.36
Down \$1,801.23 ... Change from previous year's allocation of \$252,591.13	
Actual FY 2025 Program Income	\$160,000.00
Total	\$414,392.36

HOME Investment Partnership Grant Fund Project and Activities:

Community Housing Development Organization - Habitat for Humanity \$40,000.00

- The City contributed a total of \$86,000 towards the new home built on Plum Street.
- WV project on Blennerhassett Heights in Lubeck, but we are still determining if the family will be eligible for HOME funds
- There is about \$400K in this account from past years which the City is looking into building its own owner occupied affordable housing.

II. Down-Payment Assistance Program (DPAP) \$183,392.36

- 18 homes

III. Low Income Housing Tax Credit (LIHTC) Project (Developer TBD) \$150,000.00
Joy Lofts ... 25 unit affordable housing construction project

IV. General Administration \$41,000.00 9.89% (\$59,049) is 10% cap

2025 Initiatives:

- Housing Coordinator position established
- Pre-Approved Building Plans implemented: Parkersburg launched the Neighborhood Infill Supported Development Program to convert vacant lots into housing opportunities and strengthen neighborhoods. The program offers pre-approved building plans, streamlined review, and flexible zoning to support small-scale residential development, reduce blight, expand affordable housing, and encourage community-driven investment.

JULY 2, 2026

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

ORDER

IN RE: UPDATE OF APPOINTMENTS TO VARIOUS COMMITTEES

Upon a motion made by James E. Colombo, seconded by James E. Hamric, and made unanimous by David Blair Couch, the County Commission President, David Blair Couch, made the following appointments to the various committees:

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PARKERSBURG-WOOD COUNTY VISITORS AND CONVENTION BUREAU – DAVID
BLAIR COUCH

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APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

A blue ink signature of David Blair Couch, written in a cursive style.

David Blair Couch, President

A black ink signature of James E. Colombo, written in a cursive style.

James E. Colombo, Commissioner

A black ink signature of James E. Hamric, written in a cursive style.

James E. Hamric, Commissioner

A/3818

Wood County
Job Gonzalez, Clerk
Instrument 88384600
07/02/2026 @ 02:02:44 PM
COUNTY COMMISSION ORDER
Book 80 @ Page 791
Pages Recorded 2

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
6228	CHILD	CHILD SUPPORT ENF DIV	REGULAR	06/30/2026	747.11	
6229	EMPOWER	EMPOWER RETIREMENT	REGULAR	06/30/2026	115.00	
6230	IRS-PAY	DEPARTMENT OF TREASURY	REGULAR	06/30/2026	114,546.58	
6231	NRS	NATIONWIDE RETIREMENT SOLUTIONS	REGULAR	06/30/2026	2,244.00	
6232	OH ST TX	TREASURER OF STATE OF OHIO	REGULAR	06/30/2026	2,081.55	
6233	WV ST TX	WV STATE TAX COMM-INCOME	REGULAR	06/30/2026	28,257.72	
6234	DOMINIONH	HOPE GAS INC.	REGULAR	06/30/2026	186.15	
6235	MONPOWER	MON POWER	REGULAR	06/30/2026	31,401.73	
181380	BLONTHOM	BLONDIN THOMAS WARTON	VOID	06/30/2026	(86.46)	X
182080	10-42	10-42 TACTICAL	REGULAR	06/29/2026	124.98	
182081	ASTORG DODGE	ASTORG DODGE CHRYSLER JEEP	REGULAR	06/29/2026	1,357.06	
182082	BOSOLIND	BOSO LINDSEY A	REGULAR	06/29/2026	179.48	
182083	CAS CABLE	CAS CABLE	REGULAR	06/29/2026	268.68	
182084	CULLIGANQUEN	CULLIGAN QUENCH	REGULAR	06/29/2026	129.00	
182085	CWS	CWS	REGULAR	06/29/2026	132.01	
182086	DEELSTEP	DEEL STEPHANIE	REGULAR	06/29/2026	146.72	
182087	DISH	DISH NETWORK	REGULAR	06/29/2026	139.08	
182088	EASTON PR	EASTON PRINTING COMPANY	REGULAR	06/29/2026	955.00	
182089	FORSNATH	FORSHEY NATHAN C	REGULAR	06/29/2026	31.02	
182090	GONZLEWI	GONZALES II LEWIS JOSEPH	REGULAR	06/29/2026	117.90	
182091	HINKLEB	BRENDA HINKLE	REGULAR	06/29/2026	950.40	
182092	JOHNSONCO	JOHNSON CONTROLS BUILDING SOLUTIONS. LLC	REGULAR	06/29/2026	2,268.61	
182093	LIFETIME	LIFETIME BENEFIT SOLUTIONS	REGULAR	06/29/2026	30.00	
182094	MOUNTAINEER C	MOUNTAINEER CUSTOM CARTRIDGE	REGULAR	06/29/2026	4,565.00	
182095	OPTIMUMB	OPTIMUM BUSINESS	REGULAR	06/29/2026	154.27	

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
182096	PARKERSBURG F	PARKERSBURG PLUMBING SUPPLIES	REGULAR	06/29/2026	2,597.97	
182097	PB ELECTRONIC	PB ELECTRONICS, INC	REGULAR	06/29/2026	115.00	
182098	ROTOROOTE	ROTO ROOTER SEWER CO	REGULAR	06/29/2026	285.00	
182099	VERIZONW	VERIZON WIRELESS	REGULAR	06/29/2026	92.24	
182100	WATERBOY	WATERBOY LLC	REGULAR	06/29/2026	30.00	
182101	AMERICAN	AFLAC	REGULAR	06/30/2026	41.54	
182102	WASHINGTONH	WASHINGTON NATIONAL INSURANCE CO.	REGULAR	06/30/2026	613.30	
182103	WESTERNSO	WESTERN & SOUTHERN LIFE	REGULAR	06/30/2026	30.80	
182104	COPFEE	CITY OF PARKERSBURG	REGULAR	06/30/2026	5,886.12	
182105	BLONTHOM	BLONDIN THOMAS WARTON	REGULAR	06/30/2026	86.46	
GENERAL FUND Bank Id 101 Totals					200,821.02	

Thomas E. Bloninger
JA

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
1076	GEN CO FD	GENERAL COUNTY FUNDS	REGULAR	06/29/2026	180,421.09	

GENERAL SCHOOL FUND Bank Id 104 Totals

180,421.09

James E. Holmberg

[Signature]

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
9647	AAP	ADVANCE AUTO PARTS	REGULAR	06/29/2026	199.97	
9648	CINTAS	CINTAS CORPORATION	REGULAR	06/29/2026	250.76	
E-911 FUND Bank Id 107 Totals					450.73	



Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
4703	ARMSTRONG GR	ARMSTRONG	REGULAR	06/29/2026	43.58	
4704	ATLANTIC ES	ATLANTIC EMERGENCY SOLUTIONS	REGULAR	06/29/2026	362.45	
4705	BLAVOS	BLAVOS DIESEL REPAIR	REGULAR	06/29/2026	218.04	
4706	CAS CABLE	CAS CABLE	REGULAR	06/29/2026	201.68	
4707	CRYSTAL	CRYSTAL SPRING WATER	REGULAR	06/29/2026	205.00	
4708	FRONTIER	FRONTIER	REGULAR	06/29/2026	110.12	
4709	HUNTINGTONB	HUNTINGTON PUBLIC CAP CORP	REGULAR	06/29/2026	7,863.47	
4710	IRONWRENCHSE	IRON WRENCH SERVICES LLC	REGULAR	06/29/2026	1,823.18	
4711	MONPOWER	MON POWER	REGULAR	06/29/2026	55.07	
4712	MOUNTAINEERG	MOUNTAINEER GAS COMPANY	REGULAR	06/29/2026	38.00	
4713	T AND K	T AND K AUTO PARTS AND SERVICE	REGULAR	06/29/2026	77.88	
4714	UNION WIL	UNION WILLIAMS PSD	REGULAR	06/29/2026	255.82	
4715	WEX	WEX BANK	REGULAR	06/29/2026	405.35	
FIRE SERVICE FEE Bank Id 120 Totals					<u>11,659.64</u>	

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Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
8902	AAP	ADVANCE AUTO PARTS	REGULAR	06/29/2026	31.36	
8903	GLACIER	GLACIER MOUNTAIN BOTTLED WATER	REGULAR	06/29/2026	15.50	
8904	SHIRT	SHIRT FACTORY	REGULAR	06/29/2026	1,205.60	
ASSESSOR'S VALUATION Bank Id 156 Totals					1,252.46	

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Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
9520	APP-POWER	APPALACHIAN POWER	REGULAR	06/29/2026	131.21	
9521	DOMINIONH	HOPE GAS INC.	REGULAR	06/29/2026	33.67	
9522	FRONTIER	FRONTIER	REGULAR	06/29/2026	747.06	
9523	LAMP	LAMP PESTPROOF	REGULAR	06/29/2026	133.75	
9524	MONPOWER	MON POWER	REGULAR	06/29/2026	1,616.55	
9525	OPTIMUMB	OPTIMUM BUSINESS	REGULAR	06/29/2026	905.29	
9526	TIANO	TIANO-KNOPP ASSOCIATES INC	REGULAR	06/29/2026	416.67	
COMM.CRIMINAL JUSTICE FUND Bank Id 172 Totals					3,984.20	
Report Totals					398,589.14	

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