

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 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 minutes of June 22 and 25, 2026.

AGENDA AND DISCUSSION ITEMS

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

At 9:38 A.M., the County Commission approved the hiring of Debra George as a part-time Administrative Assistant for the Prosecuting Attorney's Office.

At 9:50 A.M., the County Commission, upon a motion made by David Blair Couch, seconded by James E. Hamric and made unanimous by James E. Colombo, placed Pete McMullen in nomination to fill a vacancy on the West Virginia Little Kanawha River Parkway Authority.
(Order A/3316)

The County Commission of Wood County, upon a motion made by David Blair Couch, seconded by James E. Hamric, and made unanimous by James E. Colombo, placed Jason Blue, Democrat, in nomination for appointment to the Wood County Airport Authority. (Order A/3317)

The County Commission of Wood County, upon a motion made by James E. Hamric, seconded by David Blair Couch and passed, did hereby AUTHORIZE David Blair Couch, on behalf of the County Commission, to sign the Progress Report regarding the Community Corrections Grant Number 26-CC-29. The Request for Reimbursement is in the amount of twenty-nine thousand seven hundred nineteen dollars and ninety-five cents (\$29,719.95) for June, 2026. A Financial Recap Page, Project Financial Report, Time Sheets for the employees of the Wood County Day Report Center, and the Monthly Progress Reports have been submitted. (Order A/3316)

At 9:45 A.M., the County Commission held a hearing in regard to the Estate of Eleanor R. Smith. Billy Ray Smith, Co-Executor for the Estate, requested that Betty J. Somerville, Co-Executor, be removed. After discussion, the County Commission, upon a motion made by David Blair Couch, seconded by James E. Colombo and made unanimous by James E. Hamric, Ordered the hearing be continued until September 17, 2026 at 10:00 A.M. (Probate Order)

At 10:00 A.M., the County Commission held a hearing in regard to the Estate of Russell W. Balderson. William Summers, Attorney, presented a motion to remove Fidciary Commissioner Justin Hardman from the Estate. He stated that Mr. Hardman indicated he had no objection to be replaced because he was very busy. The County Commission Ordered the request is approved. (Probate Order)

Having no further scheduled appointments or business to attend to, the County Commission adjourned at approximately 10:33 A.M.

ORDERS APPROVED AND ATTACHED TO THESE MINUTES

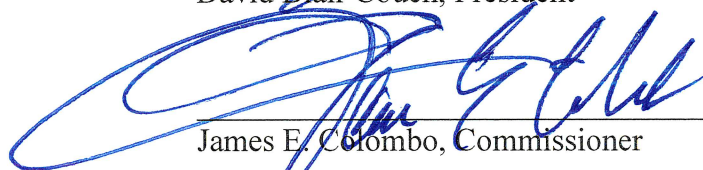
A/3316, A/3317, A/3320, Probate Orders

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



James E. Colombo, Commissioner



James E. Hamric, Commissioner



Wood County Commission
Agenda

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

9:30 A.M.	Public Comment	
	Consider Request to Hire Debra George as a part-time Administrative Assistant for the Prosecuting Attorney's Office - \$28.50/hr.	
	Consider putting Pete McMullen in nomination to fill a vacancy on the WV Little Kanawha River Parkway Authority	
9:45 A.M.	Estate of Eleanor R. Smith – Consider request to remove Co-Executor Betty J. Somerville	Petitioner, Billy Ray Smith
10:00 A.M.	Estate of Russell W. Balderson – Consider motion to remove Fiduciary Commissioner, Justin Hardman	Marissa Wolfe, Administratrix
	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 16, 2026

Please Print

1.	Gray Chmelle
2.	Patty J. Somerville
3.	Billy R. Smith
4.	William B. Summers
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JULY 16, 2026

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION AUTHORIZED DAVID BLAIR COUCH, AS PRESIDENT, TO SIGN THE PROGRESS REPORT IN REGARD TO THE COMMUNITY CORRECTIONS GRANT NUMBER 26-CC-29. SAID PROGRESS REPORT IS IN THE AMOUNT OF \$29,719.95 AND IS FOR JUNE, 2026.

ORDER

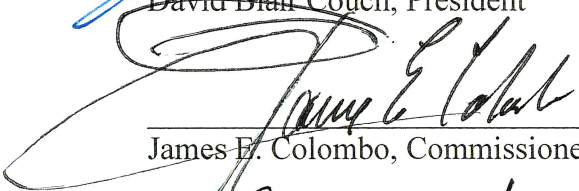
On this date, the County Commission of Wood County, upon a motion made by James E. Hamric, seconded by David Blair Couch and passed, did hereby AUTHORIZE David Blair Couch, on behalf of the County Commission, to sign the Progress Report regarding the Community Corrections Grant Number 26-CC-29. The Request for Reimbursement is in the amount of twenty-nine thousand seven hundred nineteen dollars and ninety-five cents (\$29,719.95) for June, 2026. A Financial Recap Page, Project Financial Report, Time Sheets for the employees of the Wood County Day Report Center, and the Monthly Progress Reports have been submitted.

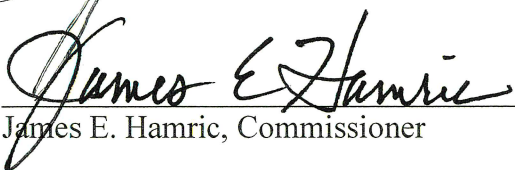
Documentation pertaining to the Community Corrections Grant is on file in the Office of the County Administrator.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY


David Blair Couch, President


James E. Colombo, Commissioner


James E. Hamric, Commissioner

A/3316

Wood County
Joe Gonzales, Clerk
Instrument 88394204
07/16/2026 @ 11:15:58 AM
COUNTY COMMISSION ORDER
Book 10 @ Page 794
Pages Recorded 1

JULY 16, 2026

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION PLACED JASON BLUE IN
NOMINATION FOR APPOINTMENT TO THE WOOD
COUNTY AIRPORT AUTHORITY.

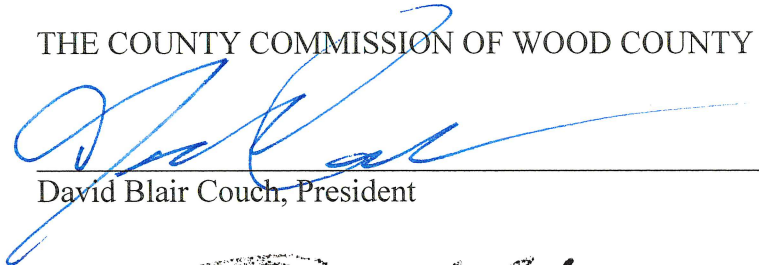
ORDER

On this date, the County Commission of Wood County, upon a motion made by David Blair Couch, seconded by James E. Hamric, and made unanimous by James E. Colombo, placed Jason Blue, Democrat, in nomination for appointment to the Wood County Airport Authority.

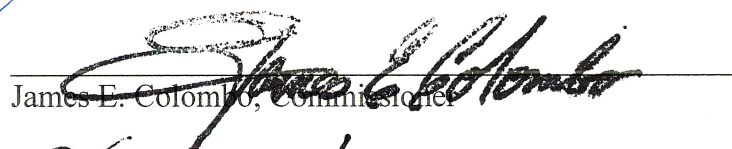
The new term will expire June 30, 2030.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

A blue ink signature of David Blair Couch, written in a cursive style, positioned above a horizontal line.

David Blair Couch, President

A black ink signature of James E. Colombo, written in a cursive style, positioned above a horizontal line.

James E. Colombo, Commissioner

A black ink signature of James E. Hamric, written in a cursive style, positioned above a horizontal line.

James E. Hamric, Commissioner

A/3317

Wood County
Joe Gonzales, Clerk
Instrument 88384205
07/16/2026 @ 11:18:25 AM
COUNTY COMMISSION ORDER
Book 80 @ Page 785
Pages Recorded 1

JULY 16, 2026

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION PLACED PETE MCMULLEN IN
NOMINATION TO FILL A VACANCY ON THE WEST
VIRGINIA LITTLE KANAWHA RIVER PARKWAY
AUTHORITY.

ORDER

On this date, the County Commission of Wood County, upon a motion made by David Blair Couch, seconded by James E. Hamric and made unanimous by James E. Colombo, placed Pete McMullen in nomination to fill a vacancy on the West Virginia Little Kanawha River Parkway Authority.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



James E. Colombo, Commissioner



James E. Hamric, Commissioner

A/3320

Wood County
Joe Gonzales, Clerk
Instrument 88384662
07/16/2026 @ 11:50:11 AM
COUNTY COMMISSION ORDER
Book 80 @ Page 797
Pages Recorded 1

July 16, 2026

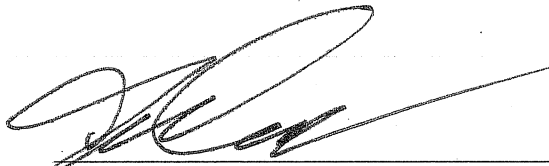
IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: ESTATE OF ELEANOR R SMITH, DECEASED

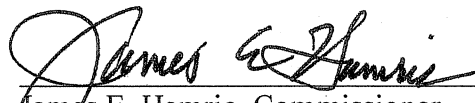
ORDER

This 16th day of July, 2026, Billy R Smith, Co-Executor for the Estate of ELEANOR R SMITH, deceased, requesting that Betty Somerville, Co-Executor be removed due to her refusal to cooperate and assist with ELEANOR R SMITH'S Estate. Upon discussion and review of the estate, a motion was made by DAVID BLAIR COUCH, seconded by JAMES E COLOMBO, and unanimous by JAMES E HAMRIC, ORDERED, that this be Continued to September 17, 2026 at 10:00 a.m,

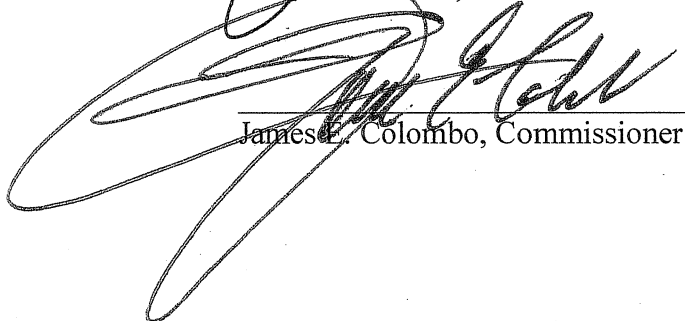
APPROVED:



David Blair Couch, President



James E. Hamric, Commissioner



James E. Colombo, Commissioner

Wood County
Joe Gonzales, Clerk
Instrument 8638301
07/16/2026 @ 11:11:44 AM
FIDUCIARY ORDER
Book 81 @ Page 38
Pages Recorded 1

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: ESTATE OF RUSSELL WAYNE BALERSON PROBATE CASE № 32910

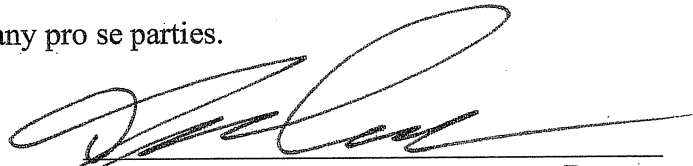
**ORDER GRANTING MOTION TO REMOVE FIDUCIARY COMMISSIONER JUSTIN
HARDMAN AND APPOINTING SUCCESSOR FIDUCIARY COMMISSIONER**

On this 16th day of July, 2026, at approximately 10:00 p.m. came the Administratrix, Marissa Wolfe, by counsel, William B. Summers, before the Wood County Commission upon the Administratrix's Motion to Remove Fiduciary Commissioner Justin Hardman. The Motion requests that Justin Hardman be removed as Fiduciary Commissioner in this Estate and that the matter be reassigned to another qualified fiduciary commissioner so that the pending claims, objections, property issues, and remaining probate matters may be addressed without further delay.

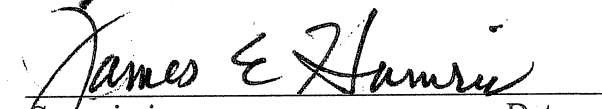
WHEREUPON, the Wood County Commission, having reviewed the Motion, having been advised that Justin Hardman indicated to the County Clerk that he had no objection to being replaced because he was exceedingly busy, and noting that the Motion was granted without objection, does hereby ORDER as follows:

1. That the Administratrix's Motion to Remove Fiduciary Commissioner Justin Hardman shall be, and hereby is, GRANTED.
2. That Justin Hardman shall be, and hereby is, removed as Fiduciary Commissioner in this matter.
3. That pending confirmation of fiduciary commissioner shall be, and hereby is, appointed as successor Fiduciary Commissioner in this matter.
4. That the successor Fiduciary Commissioner shall proceed with the administration of this matter and address all pending claims, objections, disputed property issues, and remaining probate matters as may be appropriate.

It is further ORDERED that the Clerk of this Court shall send copies of this Order to all parties of record and their counsel, including any pro se parties.


Commissioner Date


Commissioner Date


Commissioner Date

Prepared

by:



William B. Summers
Managing Attorney
Summers & Associates
WV Bar № 7239
OH Bar № 75802
3301 Dudley Ave.
Parkersburg, WV 26104
(304) 420-0975 (Work)
(304) 482-6635 (Cell)
(304) 420-0977 (Fax)
wbslawyer99@yahoo.com
www.williamsbsummers.com

Wood County
Joe Gonzales, Clerk
Instrument 88385232
07/16/2025 @ 02:06:24 PM
JUDICIAL ORDER
Book 60 @ Page 811
Pages Recorded ?

Check Register Report for Wood County Commission



Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
9531	U S BANK	U.S. BANK	REGULAR	07/13/2026	5,035.76	
9532	ENGLEFIELD	ENGLEFIELD OIL COMPANY	REGULAR	07/13/2026	158.28	
9533	WCC	WOOD COUNTY COMMISSION	REGULAR	07/13/2026	1,725.00	
9534	WVDTL	WV DRUG TESTING LABORATORIES, INC	REGULAR	07/13/2026	1,030.00	
COMM.CRIMINAL JUSTICE FUND Bank Id 172 Totals					7,949.04	
Report Totals					564,711.82	

Check Register Report for Wood County Commission



Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
8906	U S BANK	U.S. BANK	REGULAR	07/13/2026	945.50	
8907	ENGLEFIELD	ENGLEFIELD OIL COMPANY	REGULAR	07/13/2026	860.56	

ASSESSOR'S VALUATION Bank Id 156 Totals

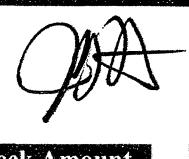
1,806.06

Check Register Report for Wood County Commission



Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
4725	FIRESTATION	FIRE STATION SOFTWARE, LLC	REGULAR	07/13/2026	370.00	
4726	HAUL	HAUL AWAY TRASH LLC	REGULAR	07/13/2026	40.10	
4727	MONPOWER	MON POWER	REGULAR	07/13/2026	346.61	
4728	MWVFD	MINERAL WELLS VFD	REGULAR	07/13/2026	1,601.64	
4729	PEOPLES B	PEOPLES BANK	REGULAR	07/13/2026	10,000.00	
4730	EASTWOOD	EASTWOOD VOLUNTEER FIRE DEPT	REGULAR	07/13/2026	4,058.94	
FIRE SERVICE FEE Bank Id 120 Totals					16,417.29	

Check Register Report for Wood County Commission



Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
3787	BIINCORP	BI INCORPORATED	REGULAR	07/13/2026	9,515.80	

HOME CONFINEMENT Bank Id 108 Totals

9,515.80

Check Register Report for Wood County Commission




Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
9654	U S BANK	U.S. BANK	REGULAR	07/13/2026	488.31	
9655	CINTAS	CINTAS CORPORATION	REGULAR	07/13/2026	106.52	
9656	FRONTIER	FRONTIER	REGULAR	07/13/2026	6,356.57	
9657	HOCKRUSS	HOCKENBERRY RUSSELL W.	REGULAR	07/13/2026	9.95	
9658	LAMP	LAMP PESTPROOF	REGULAR	07/13/2026	400.00	
9659	SEGRA	SEGRA	REGULAR	07/13/2026	920.13	
9660	STENLAND	STENGEL LANDEN WILLIAM	REGULAR	07/13/2026	35.21	
9661	VERIZONW	VERIZON WIRELESS	REGULAR	07/13/2026	40.01	
9662	DAVISINSTRUME	DAVIS INSTRUMENTS	REGULAR	07/13/2026	1,221.61	
9663	ENGLEFIELD	ENGLEFIELD OIL COMPANY	REGULAR	07/13/2026	376.84	
9664	STATIONERS	STATIONERS INC	REGULAR	07/13/2026	156.26	
9665	TRI-STATE	TRI-STATE ROOFING & SHEET METAL CO	REGULAR	07/13/2026	1,862.00	
9666	NOLANS	NOLAN'S SERVICES LLC	REGULAR	07/13/2026	292.50	
E-911 FUND Bank Id 107 Totals					12,265.91	

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
182188	AIRGAS USA	AIRGAS USA, LLC	REGULAR	07/13/2026	923.61	
182189	LAMP	LAMP PESTPROOF	REGULAR	07/13/2026	355.00	
182190	NOLANS	NOLAN'S SERVICES LLC	REGULAR	07/13/2026	18,695.20	
182191	WESTBROOK	WESTBROOK HEALTH SERVICE	REGULAR	07/13/2026	21,250.00	
GENERAL FUND Bank Id 101 Totals					516,757.72	

Check Register Report for Wood County Commission

James E. Colombo

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
182163	INSIGHT	INSIGHT PUBLIC SECTOR INC	REGULAR	07/13/2026	2,697.94	
182164	JULIA-ANN	JULIA-ANN SQUARE HISTORICAL COMM. ASSOC.	REGULAR	07/13/2026	171.77	
182165	LEGALLIA	LEGAL LIABILITY RISK MANAGEMENT INSTITUTE	REGULAR	07/13/2026	325.00	
182166	MILLER CO	MILLER COMMUNICATIONS IN	REGULAR	07/13/2026	130.00	
182167	MURRAY	MURRAY SHEET METAL	REGULAR	07/13/2026	670.95	
182168	OIL	OIL AND GAS MUSEUM	REGULAR	07/13/2026	257.65	
182169	P-ART	PARKERSBURG ART CENTER	REGULAR	07/13/2026	257.65	
182170	P-HOMECOM	PARKERSBURG HOMECOMING	REGULAR	07/13/2026	429.42	
182171	P-WCVCB	PARKERSBURG/WOOD COUNTY CONVENTION &	REGULAR	07/13/2026	21,470.87	
182172	PARKERSBURG F	PARKERSBURG PLUMBING SUPPLIES	REGULAR	07/13/2026	1,356.72	
182173	PMARATHON	PARKERSBURG NEWS & SENTINEL	REGULAR	07/13/2026	85.88	
182174	REGIONALJ	WV REGIONAL JAIL & CORRECTIONAL FACILITY	REGULAR	07/13/2026	252,152.24	
182175	RUNYON	RUNYON LOCK SERVICE	REGULAR	07/13/2026	28.00	
182176	SCHUMACHERH	SCHUMACHER HOMES OF OHIO. INC.	REGULAR	07/13/2026	398.75	
182177	SOUTHERNPA	SOUTHERN PARKING	REGULAR	07/13/2026	1,680.00	
182178	STJOSEPHLANDI	ST. JOSEPH HEALTH CENTER LLC	REGULAR	07/13/2026	18,662.25	
182179	TIANO	TIANO-KNOPP ASSOCIATES INC	REGULAR	07/13/2026	2,400.00	
182180	TUCKERARENSB	TUCKER ARENSBERG, P.C.	REGULAR	07/13/2026	137.50	
182181	VERIZONW	VERIZON WIRELESS	REGULAR	07/13/2026	741.40	
182182	VIENNA PU	VIENNA PUBLIC LIBRARY	REGULAR	07/13/2026	22,200.75	
182183	WEX	WEX BANK	REGULAR	07/13/2026	1,494.78	
182184	WOOD CO H	WOOD COUNTY HISTORICAL & PRESERVATION	REGULAR	07/13/2026	85.88	
182185	WOOD CO P	WOOD COUNTY PARKS & REC. COMM.(MOUNTWOOD PARK)	REGULAR	07/13/2026	7,729.51	
182186	WVIF&EXP	WV INTERSTATE FAIR & EXP	REGULAR	07/13/2026	644.13	
182187	WVRT2I68AUTH	WEST VIRGINIA ROUTE 2/I-68 AUTHORITY	REGULAR	07/13/2026	4,000.00	

Check Register Report for Wood County Commission

James E. Colombo

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
182138	U S BANK	U.S. BANK	REGULAR	07/13/2026	79,520.09	
182139	AAP	ADVANCE AUTO PARTS	REGULAR	07/13/2026	735.06	
182140	BOSOLIND	BOSO LINDSEY A	REGULAR	07/13/2026	361.49	
182141	CAPITOL BUS	CAPITOL BUSINESS INTERIORS	REGULAR	07/13/2026	1,284.80	
182142	ENGLEFIELD	ENGLEFIELD OIL COMPANY	REGULAR	07/13/2026	13,397.00	
182143	MARIETTAOFFIC	MARIETTA OFFICE SUPPLY	REGULAR	07/13/2026	341.90	
182144	OGDEN	PARKERSBURG NEWS & SENTINEL	REGULAR	07/13/2026	82.45	
182145	PARKERSBURG F	PARKERSBURG PLUMBING SUPPLIES	REGULAR	07/13/2026	1,674.96	
182146	ROCKYTOW	ROCKYS TOWING	REGULAR	07/13/2026	80.00	
182147	RUNYON	RUNYON LOCK SERVICE	REGULAR	07/13/2026	168.00	
182148	SOFTWARES	SOFTWARE SYSTEMS INC	REGULAR	07/13/2026	1,293.95	
182149	STATIONERS	STATIONERS INC	REGULAR	07/13/2026	691.84	
182150	WEX	WEX BANK	REGULAR	07/13/2026	231.24	
182151	ACTOR	THE ACTORS GUILD OF PARKERSBURG	REGULAR	07/13/2026	171.77	
182152	ARTSBRIDG	ARTSBRIDGE	REGULAR	07/13/2026	343.53	
182153	BEAMERS	BEAMERS AUTO BODY	REGULAR	07/13/2026	1,916.46	
182154	BELL HOME	BELLEVILLE HOMECOMING	REGULAR	07/13/2026	128.83	
182155	BHFI	BLENNERHASSETT HISTORICAL FOUNDATION INC	REGULAR	07/13/2026	85.88	
182156	BOSLEY	BOSLEY RENTAL & SUPPLY INC	REGULAR	07/13/2026	5.00	
182157	COUNTY CO	CCAWV	REGULAR	07/13/2026	6,186.00	
182158	CRYSTAL	CRYSTAL SPRING WATER	REGULAR	07/13/2026	115.00	
182159	FRONTIER	FRONTIER	REGULAR	07/13/2026	2,418.02	
182160	GLACIER	GLACIER MOUNTAIN BOTTLED WATER	REGULAR	07/13/2026	24.25	
182161	HINKLEB	BRENDA HINKLE	REGULAR	07/13/2026	1,484.02	
182162	HUMANE SO	HUMANE SOCIETY	REGULAR	07/13/2026	22,583.33	

July 16, 2026

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: ESTATE OF ELEANOR R SMITH, DECEASED

ORDER

This 16th day of July, 2026, Billy R Smith, Co-Executor for the Estate of ELEANOR R SMITH, deceased, requesting that Betty Somerville, Co-Executor be removed due to her refusal to cooperate and assist with ELEANOR R SMITH'S Estate. Upon discussion and review of the estate, a motion was made by DAVID BLAIR COUCH, seconded by JAMES E COLOMBO, and unanimous by JAMES E HAMRIC, ORDERED, that this be Continued to September 17, 2026 at 10:00 a.m,

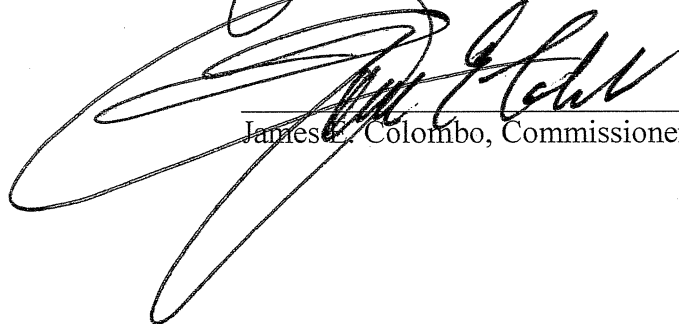
APPROVED:



David Blair Couch, President



James E. Hamric, Commissioner



James E. Colombo, Commissioner