

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, AUGUST 3, 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., there were no public comments.

At 9:35 A.M., 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, did hereby authorize a donation of thirty thousand dollars and zero cents (\$30,000.00) to assist the Mid-Ohio Valley Regional Airport in critical projects. This makes the total approved \$90,000.00. (Order C/314)

At 9:45 A.M., the County Commission met with Joe Gonzales to discuss the Emergency Absentee Voting Policy.

The County Commission of Wood County, upon a motion made by James Colombo, seconded by James E. Hamric and made unanimous by David Blair Couch, did hereby ORDER the adoption of an Emergency Absentee Voting Policy. West Virginia State Code §3-3-5c

authorizes the County Commission to adopt a policy extending emergency absentee voting procedures in their County. This County Commission hereby adopts the following policy:

A person qualified to vote an absent voter's ballot as defined by West Virginia Code §3-3-1 and who is confined or expects to be confined on the day of the election in:

Hospitals within Washington County, Ohio, Jackson County, West Virginia, and within thirty-five miles of the county seat.

Duly Licensed Health Care Facilities within Wood County.

Nursing Homes within Wood County.

A copy of the ORDER shall be sent to the Secretary of State's Office. (Order A/3325)

The County Commission of Wood County, upon a motion made by James Colombo, seconded by James E. Hamric and made unanimous by David Blair Couch, did hereby APPOINT Emergency Absentee Voting Commissioners, Sheila Brown, Republican and Darlene Cook-Thorn, Democrat. Said appointments come upon the recommendation of Wood County Clerk, Joe Gonzales. (Order C/313)

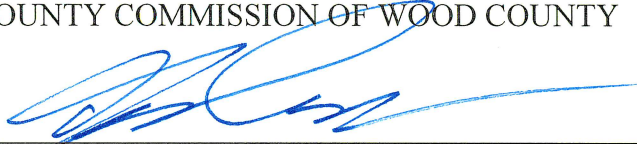
Having no scheduled appointments or business to attend to, the County Commission adjourned at approximately 10:09 A.M.

ORDERS APPROVED AND ATTACHED TO THESE MINUTES

A/3325, C/313, C/314

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



James E. Colombo, Commissioner



James E. Hamric, Commissioner



Wood County Commission
Agenda

August 3, 2026 | 9:30 A.M.
1 Court Square, Suite 203
Parkersburg, WV 26101

9:30 A.M.	Public Comment	
9:45 A.M.	Consider adopting Emergency Absentee Voting Policy	
	Consider MOV Airport Request for Funds	
	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 August 3, 2026

Please Print

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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

JAMES E. COLOMBO
Commissioner

JAMES E. HAMRIC
Commissioner

6

PUBLIC COMMENT PORTION OF WOOD COUNTY COMMISSION MEETINGS

SIGN-IN SHEET

3 MINUTES PER PERSON

AUGUST 3, 2026

PLEASE PRINT NAME	ADDRESS

AUGUST 3, 2026

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION APPROVED AN EMERGENCY
ABSENTEE VOTING POLICY.

ORDER

On this date, the County Commission of Wood County, upon a motion made by James Colombo, seconded by James E. Hamric and made unanimous by David Blair Couch, did hereby ORDER the adoption of an Emergency Absentee Voting Policy. West Virginia State Code §3-3-5c authorizes the County Commission to adopt a policy extending emergency absentee voting procedures in their County.

This County Commission hereby adopts the following policy:

A person qualified to vote an absent voter's ballot as defined by West Virginia Code §3-3-1 and who is confined or expects to be confined on the day of the election in:

Hospitals within Washington County, Ohio, Jackson County, West Virginia, and within thirty-five miles of the county seat.

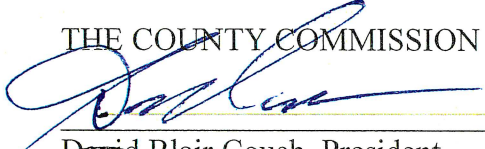
Duly Licensed Health Care Facilities within Wood County.

Nursing Homes within Wood County.

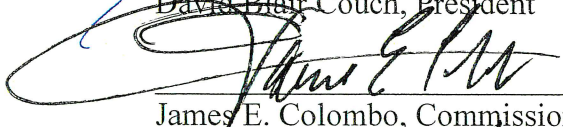
A copy of this ORDER shall be sent to the Secretary of State's Office.

APPROVED:

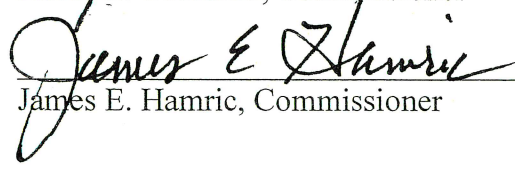
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



James E. Colombo, Commissioner



James E. Hamric, Commissioner

A/3325

Wood County
Joe Gonzales, Clerk
Instrument 89365013
08/03/2026 @ 02:36:30 PM
COUNTY COMMISSION ORDER
Book 90 @ Page 806
Pages Recorded 1

AUGUST 3, 2026

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION APPOINTED EMERGENCY
ABSENTEE VOTING COMMISSIONERS.

ORDER

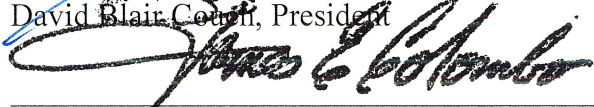
On this date, the County Commission of Wood County, upon a motion made by James Colombo, seconded by James E. Hamric and made unanimous by David Blair Couch, did hereby APPOINT Emergency Absentee Voting Commissioners, Sheila Brown, Republican and Darlene Cook-Thorn, Democrat.

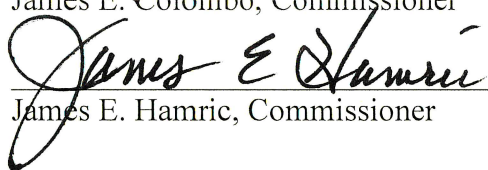
Said appointments come upon the recommendation of Wood County Clerk, Joe Gonzales.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President

James E. Colombo, Commissioner

James E. Hamric, Commissioner

cw/313



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

August 3, 2026

Wood County Commission
Wood County Courthouse
1 Court Square
Parkersburg WV 26101

Dear Commissioners:

According to WV Code §3-3-5, please appoint one set of Emergency Absentee Voting Commissioners for the Statewide General Election to be held November 3, 2026. Please appoint, Shelia Brown, Republican, and Darlene Cook-Thorn, Democrat, to take on this responsibility.

Thank you for your prompt attention to this matter.

Sincerely,

Joe Gonzales, Clerk
Wood County Commission

JG/ac

Wood County
Joe Gonzales, Clerk
Instrument 88385243
08/03/2026 @ 03:12:40 PM
COUNTY COMMISSION ORDER
Book 80 @ Page 823
Pages Recorded 2

August 3, 2026

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

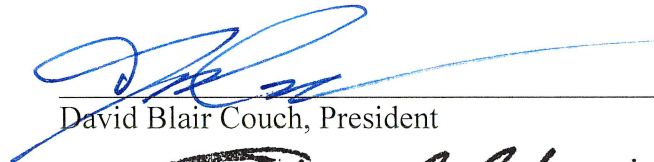
IN RE: THE COUNTY COMMISSION DID HEREBY AUTHORIZE A
DONATION OF \$30,000.00 FOR THE MID-OHIO VALLEY
REGIONAL AIRPORT.

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, did hereby Authorize a donation of thirty thousand dollars and zero cents (\$30,000.00) to assist the Mid-Ohio Valley Regional Airport in critical projects.

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.

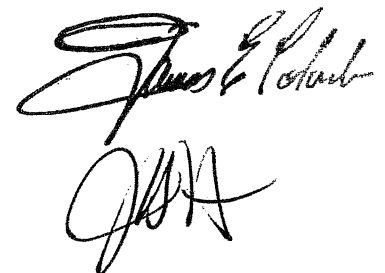
James E. Hamric, Commissioner

cw/314

Wood County
Joe Gonzales, Clerk
Instrument 88385248
08/03/2026 @ 07:23:04 PM
COUNTY COMMISSION ORDER
Book 80 @ Page 826
Pages Recorded 1

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
6266	CHILD	CHILD SUPPORT ENF DIV	REGULAR	07/31/2026	747.11	
6267	EMPOWER	EMPOWER RETIREMENT	REGULAR	07/31/2026	155.00	
6268	IRS-PAY	DEPARTMENT OF TREASURY	REGULAR	07/31/2026	116,219.14	
6269	NRS	NATIONWIDE RETIREMENT SOLUTIONS	REGULAR	07/31/2026	2,364.00	
6270	OH ST TX	TREASURER OF STATE OF OHIO	REGULAR	07/31/2026	2,329.16	
6271	WV ST TX	WV STATE TAX COMM-INCOME	REGULAR	07/31/2026	28,751.57	
182250	CASTO	CASTO & HARRIS, INC.	REGULAR	07/29/2026	888.22	
182251	AMERICAN	AFLAC	REGULAR	07/31/2026	41.54	
182252	WASHINGTONH	WASHINGTON NATIONAL INSURANCE CO.	REGULAR	07/31/2026	613.30	
182253	WESTERNSO	WESTERN & SOUTHERN LIFE	REGULAR	07/31/2026	30.80	
182254	MOVUNITED	UNITED WAY ALLIANCE OF THE MOV INC.	REGULAR	07/30/2026	10,000.00	
GENERAL FUND Bank Id 101 Totals					162,139.84	



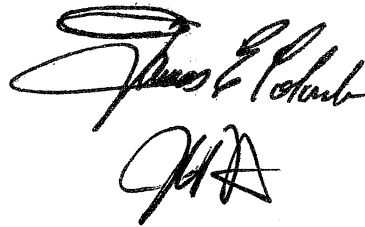
Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
9677	RIFFWILL	RIFFLE WILLIAM H.	REGULAR	07/28/2026	109.11	
E-911 FUND Bank Id 107 Totals					109.11	




Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
4749	FIRSTDUESAFET	FIRST DUE SAFETY	REGULAR	07/28/2026	2,240.00	
4750	ATLANTIC ES	ATLANTIC EMERGENCY SOLUTIONS	REGULAR	07/30/2026	100,000.00	
FIRE SERVICE FEE Bank Id 120 Totals					102,240.00	
Report Totals					295,255.17	



James E. Colburn
JEC

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
47	ATLANTIC ES	ATLANTIC EMERGENCY SOLUTIONS	REGULAR	07/30/2026	30,766.22	
COUNTY FIRE PROTECTION Bank Id 041 Totals					30,766.22	

James E. Polak
[Signature]