

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

#1 COURT SQUARE, SUITE 203
PARKERSBURG, WV 26101

IN RE: MINUTES OF MEETING HELD
THURSDAY, MAY 2, 2019

PRESENT: DAVID BLAIR COUCH, PRESIDENT
ROBERT K. TEBAY, COMMISSIONER
JAMES COLOMBO, COMMISSIONER

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 met with Bernard Cothern who is a candidate for Mineral Wells Public Service District Board. After discussion, the County Commission, upon a motion duly made, seconded and passed, placed Mr. Cothern in nomination. (Order A/2105)

At 9:54 A.M., the County Commission met with Rick Woodyard, E-911 Telecommunications Director to discuss concerns regarding state legislation that would affect the state E-911 Centers across the state.

At 10:25 A.M., upon motion of David Blair Couch, seconded by James E. Colombo and made unanimous by Robert K. Tebay, the County Commission, upon prior adjournment of the regular session, convened in EXECUTIVE SESSION upon authority granted by the West Virginia Code, Chapter 6, Article 9A, Sections 4, as amended. The said David Blair Couch, President of

the Commission, Robert K. Tebay and James E. Colombo, Commissioners, met with Marty Seufer, County Administrator, Rick Woodyard, Wood County E-911 Director, and Wood County Sheriff, Steve Stephens. All those present proceeded to discuss the matter for which the said EXECUTIVE SESSION was had, being for Exception 6. The Commission having concluded said discussion, the said EXECUTIVE SESSION adjourned at 10:38 o'clock A.M. (Order M/4097)

At 10:55 A.M., the County Commission awarded the bid for a dump truck, to be utilized by the Wood County Maintenance Department, to Matheny Motors. (Order M/4094)

At 10:56 A.M., the County Commission approved the hiring of Cheyanne Fleak and Megan Brookover as employees of the E-911 Telecommunications Center.

At 10:59 A.M., the County Commission, upon a motion duly made, seconded and passed, authorized David Blair Couch, as President, to sign the application for extradition of Levi Scott Jarvis. (Order A/2106)

Having no scheduled appointments or business to attend to, the County Commission adjourned at 11:04 A.M.

ORDERS APPROVED AND ATTACHED TO THESE MINUTES

M/4092, M/4094, M/4096, M/4097, A/2105 and A/2106

APPROVED:

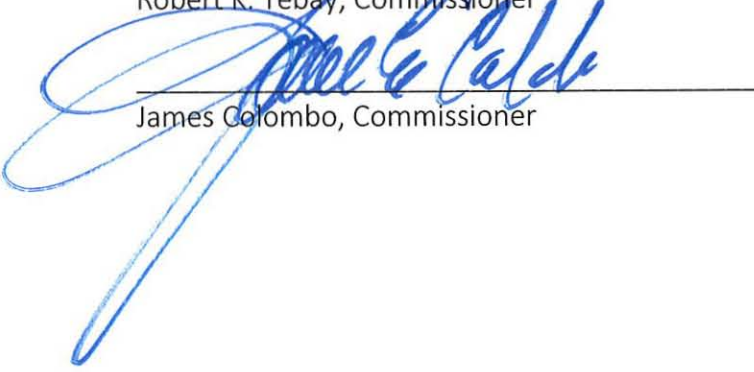
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James Colombo, Commissioner

Wood County Commission Meeting
Held May 2, 2019

Please Print

1.	BERNARD COTHEEN
2.	RICK WOODYARD
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Wood County Commission
Agenda

5/2/2019

1 Court Square, Suite 203
Parkersburg, WV 26101

9:30 A.M.	Discuss WV SB326 and HMOG and EMPG grants	Rick Woodyard – E-911 Telecommunications Director
	Interview with Bernard Cothorn, Mineral Wells PSD nominee	
9:45 A.M.	Consider awarding bid for dump truck to be utilized by the Wood County Maintenance Department	
	Consider Request to Hire – Cheyanne N. Fleak as a telecommunicator - \$29,034.72/yr	
	Consider Request to Hire – Megan L. Brookover as a telecommunicator - \$29,034.72/yr	
	Consider signing of Prosecuting Attorney's Requisition to the Governor of Ohio for the extradition of Levi Scott Jarvis	
	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 prior to the meeting

Exhibit 1

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

MAY 2, 2019

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA


IN RE: THE COUNTY COMMISSION PLACED BERNARD COTHERN IN
NOMINATION FOR APPOINTMENT TO THE MINERAL WELLS
PUBLIC SERVICE DISTRICT BOARD.

ORDER


On this date, the County Commission of Wood County, upon a motion made by James E. Colombo, seconded by Robert K. Tebay and made unanimous by David Blair Couch, placed Bernard Cothern in nomination for appointment to the Mineral Wells Public Service District Board. The unexpired term will expire July 16, 2023.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY


David Blair Couch, President


Robert K. Tebay, Commissioner


James E. Colombo, Commissioner

A/2105

Mark Rhodes
WOOD County 09:27:16 AM
Instrument No 88167205
Date Recorded 05/02/2019
Document Type 000
Pages Recorded 1
Book-Page 75-43

MAY 2, 2019

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: PATRICK LEFEBURE, PROSECUTING ATTORNEY FOR WOOD COUNTY, PRESENTED AN APPLICATION IN WHICH IT IS REQUESTED THAT THE GOVERNOR OF WV ISSUE A REQUISITION ON THE GOVERNOR OF OHIO FOR THE EXTRADITION OF LEVI SCOTT JARVIS.

ORDER

On this date, came Patrick Lefebure, Prosecuting Attorney for Wood County and presented unto the County Commission of Wood County, an Application in which it is requested that the Honorable James C. Justice, II, Governor of the State of West Virginia, issue a requisition on the Governor of the State of Ohio for the extradition of Levi Scott Jarvis. Levi Scott Jarvis stands charged with Robbery, which was committed in the County of Wood, in the State of West Virginia, on April 18, 2019 and who is now a fugitive from justice of this State, and is now within the jurisdiction of the State of Ohio, in Washington County. The County Commission, upon a motion made by David Blair Couch, seconded by Robert Tebay and made unanimous by James E. Colombo, authorized David Blair Couch, in his official capacity as President, to sign the Application.


A copy of the said Application is on file in the Office of the County Administrator.

Approved:

THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

APPLICATION OF PROSECUTING ATTORNEY

OFFICE OF THE PROSECUTING ATTORNEY

OF WOOD COUNTY, WEST VIRGINIA

To the Honorable James C. Justice II

GOVERNOR OF THE STATE OF WEST VIRGINIA

I have the honor to request that you issue a requisition to the Governor of the State of Ohio for the extradition of Levi Scott Jarvis who stands charged with Robbery which offense was committed in the County of Wood, of this State, in April 18, 2019, and who is now a fugitive from justice of this State and, as I am informed, is now within the jurisdiction of the said State of Ohio, in the County of Washington. The date of birth of said Levi Scott Jarvis, is 03/09/1998; social security number 234-45-9491, a white male, 5'8", brown hair, and blue eyes.

I HEREBY CERTIFY:

1. That the full name of the person for whom requisition is asked is Levi Scott Jarvis who will be hereinafter referred to as said accused.
2. That said accused was personally and physically present in this State at the time of the commission of said crimes, and to avoid arrest and prosecution, fled from the jurisdiction of this State.
3. That in my opinion the ends of public justice require said accused to be brought to this State for trial at the public expense, and I believe I have sufficient evidence to secure the conviction of said accused of said crimes.

4. That this request is made in good faith and not for the purpose of collecting a debt or for any private purpose whatever, and if the requisition now applied for be granted, criminal proceedings shall not be used for any of said objects.

5. That no former application for a requisition for said accused, growing out of the same transaction, has been made.

I annex hereto a certified copy of the Warrant and Complaint against him with affidavit to the facts thereof by a person having actual knowledge thereof.

I respectfully recommend the Wood County Sheriff's Department, or their duly authorized agents, as a proper person to be appointed as agent to bring said accused to this State, and certify said proposed agent has no private interest in the arrest and bringing to this State said accused.

Respectfully submitted,

A handwritten signature in dark ink, appearing to read 'Patrick Lefebure', is written over a horizontal line.

Patrick Lefebure
Prosecuting Attorney, Wood County, West Virginia

**STATE OF WEST VIRGINIA,
COUNTY OF WOOD, TO-WIT:**

I, MARK RHODES, Clerk of the County Court of said County, do hereby certify that Patrick Lefebure, whose signature as Prosecuting Attorney is affixed to the accompanying application for requisition, was at the date thereof, the duly elected and qualified Prosecuting Attorney in and for said County, and that I am acquainted with his handwriting, and believe the signature to the accompanying application for requisition to be genuine.

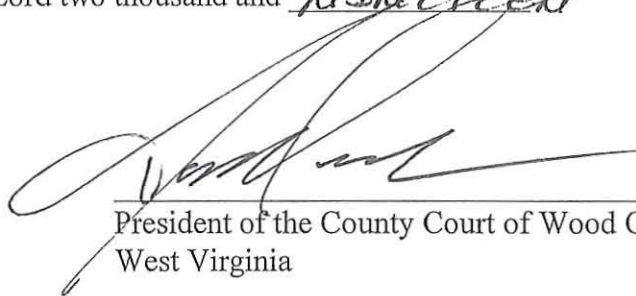
Given under my hand and seal of the said Court, at Parkersburg, West Virginia, this 22 day of May, 2019.

Mark Rhodes
Clerk of the County Court of Wood County,
West Virginia

**STATE OF WEST VIRGINIA
COUNTY OF WOOD, TO-WIT:**

I, BLAIR COUCH, President of the County Court of Wood County, in the State of West Virginia, do certify that Mark Rhodes, by whom the aforesaid record and certificate were made and given, and who in his own handwriting has thereunto subscribed his name and has thereto affixed the seal of the County Court in and for the County of Wood, in the State of West Virginia, was at the time of so doing, and now is, Clerk of said County Court in and for Wood County, to all whose acts as such full faith and credit are due and given, and that the said record and certificate are in due form and made by the proper officer.

In Testimony Whereof, I have hereunto set my hand this 2nd day of MAY, in the year of our Lord two thousand and NINETEEN



President of the County Court of Wood County,
West Virginia

**STATE OF WEST VIRGINIA,
COUNTY OF WOOD, TO-WIT:**

I, MARK RHODES, Clerk of the County Court of Wood County, in the State of West Virginia, do hereby certify that BLAIR COUCH, by whom the foregoing certificate was made and given, and who in his own proper handwriting has thereunto subscribed his name, was at the time of doing so, and now is, President of said County Court in and for the County of Wood, in the State of West Virginia, duly commissioned and qualified, to all whose acts as such full faith and credit are due and given as well in courts of judicature as elsewhere.

In Testimony Whereof, I have hereunto set my hand and affixed the seal of County Court, this 2 day of May, in the year of our Lord two thousand and Nineteen.

Mark Rhodes
Clerk of the County Court of Wood County,
West Virginia

AFFIDAVIT OF PROSECUTING ATTORNEY

**STATE OF WEST VIRGINIA,
WOOD COUNTY,**

I, PATRICK LEFEBURE, having been duly sworn, depose and say that I am the Prosecuting Attorney of the County aforesaid; that the person is charged by warrant (duly authenticated copies of which are attached hereto) with the crime of Robbery and that he is a fugitive from justice; and that the foregoing application to the Governor of West Virginia for a requisition for her extradition is made in good faith for the punishment of crime, and not for the purpose of collecting a debt or pecuniary mulct, or of removing him to a foreign jurisdiction with a view there to serve him with civil process.



Prosecuting Attorney

Sworn to and subscribed before me in the County aforesaid, this 22 day of May, 2019



County Clerk of Wood County, West Virginia

IN THE MAGISTRATE COURT OF

Wood

COUNTY, WEST VIRGINIA

STATE OF WEST VIRGINIA

Case No.

19-MB4F-00235

v.

Levi Scott Jarvis

Defendant

1104 38th Street Parkersburg, WV 26101

Address

03/09/1998

Date of Birth

WV-C854309

Driver's License No.

☐ Misdemeanor☒ Felony

9491

Last four digits of SSN

CRIMINAL COMPLAINT

I, the undersigned complainant, upon my oath or affirmation, state the following is true and correct to the best of my knowledge and belief. On or about 04/18/2019 in Wood County, West Virginia, in violation of W.Va. Code (cite specific section, subsection, and/or subdivision as applicable) 61-2-12(a)(2) Robbery the defendant did (state statutory language of offense) Unlawfully and feloniously commit or attempt to commit robbery by using the threat of deadly force by the presenting of a firearm or other deadly weapon.

I further state that this complaint is based on the following facts:
see attached

The Defendant is/has:

- ☐ The victim's spouse or ex-spouse
☐ A parent or guardian of the victim
☐ A child in common with the victim

- ☐ Living with the victim or had lived with the victim
☐ A person who may be classified as a spouse, parent or guardian to the victim
☒ None of the above connections to the victim

Continued on attached sheet? ☒ yes ☐ no

Complainant (who appears before magistrate):

Name

J.S. Kidder

Address

401 Second Street Suite 11

Parkersburg, WV 26101

304-424-1834

Telephone

Deputy

Office or title, if any

Complainant Signature

Department Case #:

WCSO19-006370

On this complaint, sworn or affirmed before me and signed this date by complainant in my presence, the item(s) checked below apply:

- ☒ Probable cause found
☐ Summons issued
☒ Warrant issued
☐ Warrantless arrest
☐ No probable cause found

Magistrate Signature

Date

CERTIFICATION BY CLERK

I, PAULINA YEAREGO, hereby certify
that the above is a true copy.

GIVEN UNDER MY HAND THIS 25th DAY
OF April, 2019

CLERK

(Criminal Complaint Continued)

Facts:

On 04/18/2019 Deputy J.S. Kidder made contact with the victim, Thomas Malone, at 1205 Wilbur St apt. 8 in reference to an armed robbery that occurred at approximately 0800 hours. Malone stated that he had the defendant, Levi Jarvis, in the passenger seat of his Mazda 626 after giving him a ride. Malone stated that the defendant then did aim a handgun at him while in the passenger seat in the Chateau Hills area in Wood County. Malone stated that he feared for his life and exited the vehicle to which the defendant then fled the area with the vehicle. This vehicle was later recovered after a pursuit in Washington County with the defendant being in possession of the vehicle and a firearm also being located in the vehicle.

These events did occur in Wood County

Respectfully request warrant for armed robbery

J.S. Kidder

IN THE MAGISTRATE COURT OF WOOD COUNTY, WEST VIRGINIA

WARRANT FOR ARREST

State of West Virginia

v.

Case No(s). 19-M54F-00235

Levi Scott Jarvis
1104 38th Street
Parkersburg, WV 26101
(740) 336-8462

To Any Law Enforcement Officer:

WHEREAS this court has found probable cause to believe that the defendant, Levi Scott Jarvis did commit an offense or offenses in this County on or about

18th day of April, 2019, previous to the issuance of this warrant 1 count(s) 61-02-12(a)(2): 1st Degree robbery or attempted robbery by use of firearm or other deadly weapon

against the peace and dignity of the State.

Therefore, you are commanded in the name of the State of West Virginia to apprehend the above-named defendant and bring that person before any magistrate in this County, to be dealt with in relation to the charge(s) according to law.

This arrest warrant is to be executed in the following manner (*check one*):

- ☒ Forthwith
☐ Between the hours of 9 a.m. and 4 p.m., Monday through Friday
☐ Other (*as specified*):

Given under my hand this

18th

day of

April 2019
Brenda K. Marshall, Magistrate

Executed by: _____

in _____

County, W.Va.,

on _____

(Date)

CERTIFICATION BY CLERK
I, PAULINA YEAREGO, hereby certify
that the above is a true copy.
GIVEN UNDER MY HAND THIS 25th DAY
OF April 2019
Paulina Yearego
CLERK

Mark Rhodes
WOOD County 03:03:23 PM
Instrument No 88167156
Date Recorded 05/02/2019
Document Type 000
Pages Recorded 10
Book-Page 5-10

MAY 2, 2019

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION WAS IN RECEIPT OF A CHECK
FROM THE STATE OF WV IN THE AMOUNT OF \$10,000.02
WHICH REPRESENTS REIMBURSEMENT IN REGARD TO THE
WV DIVISION OF CRIMINAL JUSTICE SERVICES JUSTICE
ASSISTANCE GRANT 18-JAG-44

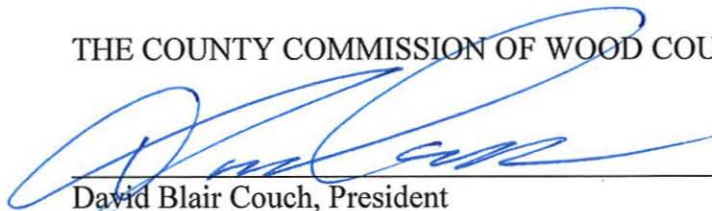
ORDER

On this date, the County Commission of Wood County was in receipt of a check from the State of West Virginia in the amount of ten thousand dollars and two cents (\$10,000.02) which represents reimbursement to Wood County for expenses incurred during the month of January, 2019, in regard to the West Virginia Division of Criminal Justice Services Justice Assistance Grant Number 18-JAG-44. Receipt of the aforementioned check is pursuant to an Order appearing in Order Book 75, at Page 36 and bearing the date March 18, 2019, at which time David Blair Couch, in his official capacity as President, and on behalf of the County Commission, was AUTHORIZED to EXECUTE the Request for Reimbursement.

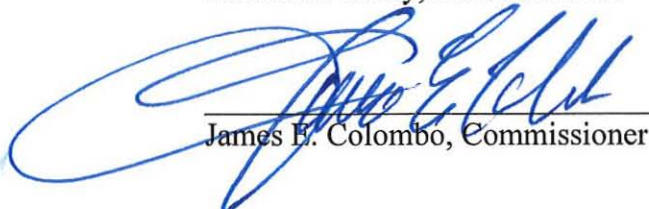
Documentation pertaining to the WVDCJS Community Corrections Grant is on file in the Office of the County Administrator.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY


David Blair Couch, President


Robert K. Tebay, Commissioner


James E. Colombo, Commissioner

M/4092

Mark Rhodes
WOOD County 09:21:13 AM
Instrument No 88167199
Date Recorded 05/02/2019
Document Type 000
Pages Recorded 1
Book-Page 75-43

MAY 2, 2019

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION AWARDED THE BID FOR A DUMP
TRUCK

ORDER

On this date, upon a motion made by James E. Colombo, seconded by Robert K. Tebay and made unanimous by David Blair Couch, did hereby AWARD the bid for a dump truck. Such sealed bid was received for review on April 29, 2019. The sole bid was awarded to:

Matheny Motors
315 Ann Street
Parkersburg, WV 26101
Bid Price - \$49,800.00

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President

Robert K. Tebay, Commissioner

James E. Colombo, Commissioner

M/4094

Mark Rhodes
WOOD County 03:18:58 PM
Instrument No 88167162
Date Recorded 05/02/2019
Document Type 000
Pages Recorded 1
Book-Page 75-43

MAY 2, 2019

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION WAS IN RECEIPT OF A CHECK FROM THE STATE OF WV IN THE AMOUNT OF \$32,293.46 WHICH REPRESENTS REIMBURSEMENT IN REGARD TO THE WV DIVISION OF CRIMINAL JUSTICE SERVICES COMMUNITY CORRECTIONS GRANT 19-CC-26.

ORDER

On this date, the County Commission of Wood County was in receipt of a check from the State of West Virginia in the amount of thirty-two thousand two hundred ninety-three dollars and forty-six cents (\$32,293.46) which represents reimbursement to Wood County for expenses incurred during the month of February, 2019, in regard to the West Virginia Division of Criminal Justice Services Community Corrections Grant Number 19-CC-26. Receipt of the aforementioned check is pursuant to an Order appearing in Order Book 75, at Page 39 and bearing the date of April 11, 2019, at which time David Blair Couch, in his official capacity as President, and on behalf of the County Commission, was AUTHORIZED to EXECUTE the Request for Reimbursement.

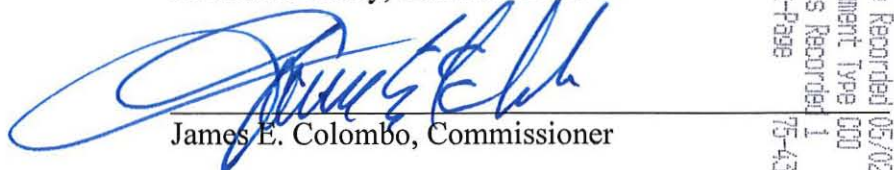
Documentation pertaining to the WVDCJS Community Corrections Grant is on file in the Office of the County Administrator.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY


David Blair Couch, President


Robert K. Tebay, Commissioner


James E. Colombo, Commissioner

M/4096

Mark Rhodes
WOOD County 09:23:40 AM
Instrument No 88167201
Date Recorded 05/02/2019
Document Type COO
Pages Recorded 1
Book-Page 75-43

MAY 2, 2019

IN RE: EXECUTIVE SESSION OF THE WOOD COUNTY COMMISSION

ORDER

This 2nd day of May, 2019 at 10:25 o'clock A.M., in Room 203, of the Wood County Courthouse, Parkersburg, West Virginia, upon motion of David Blair Couch, seconded by James E. Colombo and made unanimous by Robert K. Tebay, the County Commission, upon prior adjournment of the regular session, convened in EXECUTIVE SESSION upon authority granted by the West Virginia Code, Chapter 6, Article 9A, Sections 4, as amended:

WHEREUPON, the said David Blair Couch, President of the Commission, Robert K. Tebay and James E. Colombo, Commissioners, met with Marty Seufer, County Administrator, Rick Woodyard, Wood County E-911 Director, and Wood County Sheriff, Steve Stephens.

All those present proceeded to discuss the matter for which the said EXECUTIVE SESSION was had, being for Exception 6.

The Commission having concluded said discussion, the said EXECUTIVE SESSION adjourned at 10:38 o'clock A.M.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY


David Blair Couch, President


Robert K. Tebay, Commissioner


James E. Colombo, Commissioner

M/4097

Mark Rhodes
WOOD County 03:11:41 PM
Instrument No 88167157
Date Recorded 05/02/2019
Document Type 000
Pages Recorded 1
Book-Page 75-43



WOOD COUNTY SHERIFF'S OFFICE


Steve Stephens, Sheriff

Robert G. Sims, Chief Deputy

304-424-1834

304-424-1832 Fax

TO: Wood County Commission

FROM: Sheriff Steve Stephens 

DATE: May 1, 2019

REF: Wilfong Retirement

Court Security Officer Gary Wilfong is retiring with his last day of employment being May 31, 2019. Upon retiring Gary will have 17 ½ years of service with the Wood County Sheriff's Office.

Gary has a couple of vacation days scheduled at the end of May and with taking those into consideration, he will have 284.5 hours of vacation time in which he is to be paid for and 1253 hours of sick time to be used towards his retirement if he so chooses.

A large, stylized handwritten signature in black ink, likely belonging to Mark Rhodes, is written over the bottom right portion of the letter.

Mark Rhodes
Wood County 09:32 AM
Instrument No 881712
Date Recorded 05/02/2019
Document Type 001
Pages Recorded 1
Book-Page 75-