

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, OCTOBER 28, 2024

PRESENT: DAVID BLAIR COUCH, PRESIDENT
ROBERT K. TEBAY, COMMISSIONER
JAMES E. COLOMBO, 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, upon a motion made by David Blair Couch, seconded by Robert K. Tebay and made unanimous by James E. Colombo, did hereby CERTIFY that the public inspection of the Vote Recording Devices and public test of the Tabulating Equipment to be used for vote tabulation in the November 5, 2024 General Election was tested and found to be free from error. (Order A/3042)

At 9:45 A.M., Patrick Lefebure, Prosecuting Attorney for Wood County presented 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 Pennsylvania for the extradition of Jason Lee Hibbits, who stands charged with Escape, which offense was committed in the County of Wood, in the State of West Virginia, in September, 2024, and who is now a fugitive from justice of this State, and is now within the jurisdiction of the State of Pennsylvania, in the County of Allegheny. The County Commission, upon a motion made by James E.

Colombo, seconded by Robert Tebay and made unanimous by David Blair Couch, authorized David Blair Couch, in his official capacity as President, to sign the Application. (Order A/3041)

At 10:00 A.M., the County Commission approved a Petition for Annexation by Minor Boundary Adjustment – City of Vienna and WVU at Parkersburg Foundation for multiple tracts for property, commonly known as the former Ohio Valley University campus. A copy of the Order is attached to these minutes and shall be made a part thereof. (Attorney Order)

At 10:15 A.M., the County Commission opened the sole sealed bid for vehicles for the Wood County Sheriff's Department. Said sealed bid was received pursuant to a Legal Notice appearing in the Parkersburg News and Sentinel on October 11 and October 18, 2024. The sole sealed bid was received from the Whiteside of St. Clairsville, Inc., 50714 National Road E., St. Clairsville, OH 43950 - Bid Price - \$330,102.00. 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, did RECEIVE said bid for review. (Order A/3043)

Having no scheduled appointments or further business to attend to, the County Commission adjourned at 10:22 A.M.

ORDERS APPROVED AND ATTACHED TO THESE MINUTES

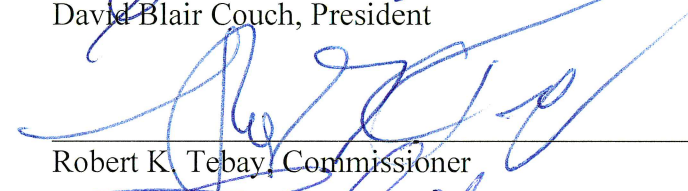
A/3041, A/3042, A/3043, Attorney Order

APPROVED:

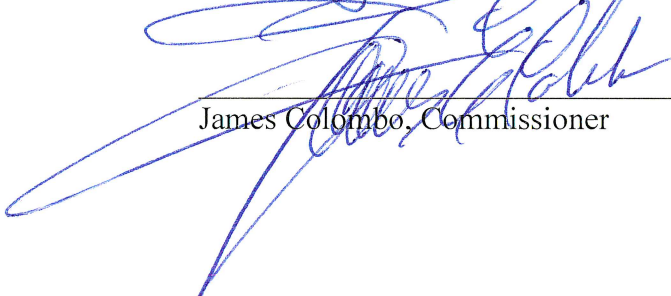
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James Colombo, Commissioner

Wood County Commission Meeting
Held October 28, 2024

Please Print

1.	Russ Skogstad, City Attorney, Vienna
2.	RANDALL RAPP, Mayor of City of Vienna
3.	Steven R. Hardman Bowles Rice WVU Parkersburg Foundation
4.	Christie Willis Wood County Schools
5.	RICK WOODWARD - SHGRIFF
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Wood County Commission
Agenda

October 28, 2024 | 9:30 A.M.

1 Court Square Suite 203

Parkersburg, WV 26101

9:30 A.M.	Public Inspection of Election Day Voting Equipment and Public Test of Election Tabulating Equipment	
9:45 A.M.	Consider Governor's Warrant to extradite Jason Lee Hibbits	Pat Lefebure, Prosecuting Attorney
10:00 A.M.	Consider City of Vienna Request for Annexation	
10:15 A.M.	Bid opening – vehicles for the Sheriff's Department	
	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

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, impropers 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

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: Petition for Annexation
By Minor Boundary Adjustment
City of Vienna, a Municipal Corporation
WVU at Parkersburg Foundation, inc., a Non-profit Corporation
(multiple tracts comprising approximately 99 acres as more completely set out in pages 523 and 535 of Deed Book 1366, as recorded in the offices of the clerk of the Wood County Commission, Wood County, West Virginia – more commonly known as the former Ohio Valley University campus.)

ORDER

This 28th day of October, 2024, came the City of Vienna, a municipal corporation, the Petitioner herein, by Russell J. Skogstad, Jr., its attorney, and WVU at Parkersburg Foundation, Inc. a non-profit corporation, by Steven R. Hardman, its attorney, as the Petitioners, for hearing upon the Petition for Annexation by minor boundary adjustment heretofore filed and scheduled for hearing this day.

WHEREUPON, Counsel for the Petitioners jointly tendered unto the Commission and asked leave to file the Affidavit of Publication evidencing the publishing of the Notice of Hearing as required by West Virginia Code 8-6-5(e), as amended, which Affidavit is hereby deemed proper in all respects and is hereby **ORDERED FILED**; and

WHEREUPON, Counsel for the Petitioners jointly tendered unto the Commission and filed the Affidavit of RYAN TAYLOR, attesting to the posting of Notice of Hearing with the area proposed to be annexed, which Affidavit, being deemed proper in all respects is hereby **ORDERED FILED**; and

WHEREUPON, the Commission having reviewed the Petition and the exhibit attached thereto and upon further consideration of the evidence presented and the representations of counsel for the Petitioner, the Commission does hereby make the following Findings of Fact, to-wit:

1. The Notice of Hearing as required by West Virginia Code 8-6-5(e), as amended has been properly published according to law and has been prominently posted at not less than five (5) public places within the area proposed to be annexed.
2. The area proposed to be annexed is contiguous to the corporate limits of the Petitioner.
3. No persons have appeared this day in opposition to the Petition.
4. The area to be annexed consists of five (5) tracts of real property located in Wood County comprising the former Ohio Valley University campus and surrounding property.
5. No persons reside within or otherwise use or occupy the area sought to be annexed;
6. The intended use is its current use for the upper part and for the lower part, a public recreation area.


7. An accurate map showing the area sought to be annexed is attached to the Petition and is made a part of the record herein.
8. The area sought to be annexed is wholly within the County of Wood and no other municipality has made application to annex the same.
9. The proposed annexation is in the best interest of the County of Wood as a whole.
10. Each and every statement and allegation contained in the Petition is hereby found to be accurate and truthful.

ACCORDINGLY, and based upon the Findings of Fact herein above set forth, it is duly **CONCLUDED** that-

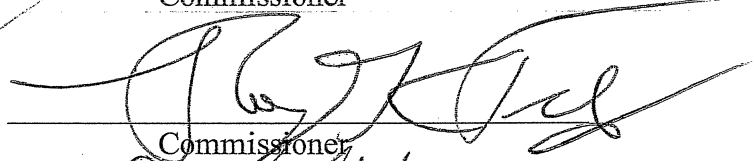
1. The area proposed to be annexed is hereby deemed a proper subject for annexation by minor boundary adjustment by the Petitioners in accordance with West Virginia Code 8-6-1, et seq., as amended, in all respects
2. All requirements as to publication and posting have been fully and lawfully satisfied.
3. The best interest of the Petitioners and the County of Wood shall be better serve by granting the relief prayed for in the Petition.

ACCORDINGLY, it is hereby **ORDERED** that the area described in the Petition and further described in the map attached to this Order is, and the same is hereby annexed by minor boundary adjustment and incorporated into the corporate limits of the Petitioners. Petitioners shall pay all costs of these proceedings.

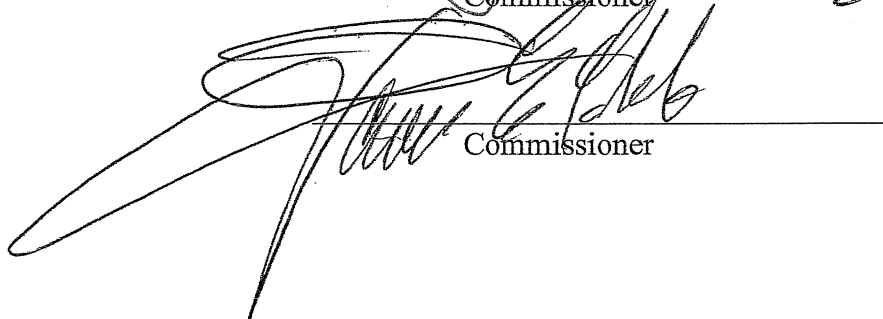
Enter this 28th day of October, 2024.



Commissioner



Commissioner



Commissioner

OCTOBER 28, 2024

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 PENNSYLVANIA FOR THE EXTRADITION OF JASON LEE HIBBITS.

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 Pennsylvania for the extradition of Jason Lee Hibbits, who stands charged with Escape, which offense was committed in the County of Wood, in the State of West Virginia, in September, 2024, and who is now a fugitive from justice of this State, and is now within the jurisdiction of the State of Pennsylvania, in the County of Allegheny. The County Commission, upon a motion made by James E. Colombo, seconded by Robert Tebay and made unanimous by David Blair Couch, authorized David Blair Couch, in his official capacity as President, to sign the Application.

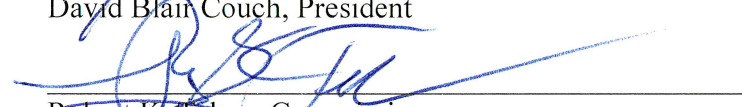
A copy of the said Application is on file in the Office of the County Administrator.

Approved:

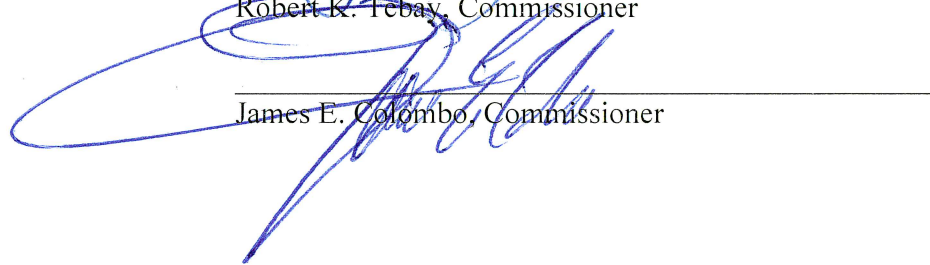
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

A/3041

APPLICATION OF PROSECUTING ATTORNEY

OFFICE OF THE PROSECUTING ATTORNEY

OF WOOD COUNTY, WEST VIRGINIA

To the Honorable Jim Justice:

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 Pennsylvania for the extradition of **Jason Lee Hibbitts** who stands charged with:

West Virginia Code 61-5-10) Escape

Which offense was committed in the County of Wood, of this State, in September 2024, 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 Pennsylvania, in the County of Allegheny. The date of birth of said **Jason Lee Hibbitts**, is 03/24/1994; social security number [REDACTED], a white male, 5'11", 140 pounds, blonde hair and blue eyes.

I HEREBY CERTIFY:

1. That the full name of the person for whom the requisition is asked is **Jason Lee Hibbitts** 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 is 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 an 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,



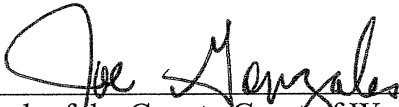
Patrick O. Lefebure
Prosecuting Attorney, Wood County, West Virginia

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

I, **JOE GONZALES**, Clerk of the County Court of said County, do hereby certify that Patrick O. 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

28th day of OCTOBER, 2024.

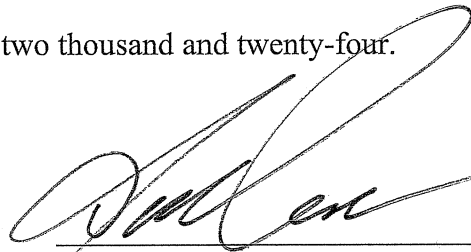


Clerk of the County Court of Wood County,
West Virginia

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

I, **DAVID B. COUCH**, President of the County Court of Wood County, in the State of West Virginia, do certify that **JOE GONZALES**, 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 28th day of OCTOBER, in the year of our Lord two thousand and twenty-four.

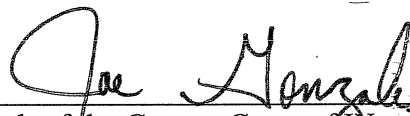


President of the County Court of Wood County,
West Virginia

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

I, , **JOE GONZALES**, Clerk of the County Court of Wood County, in the State of West Virginia, do hereby certify that David B. 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 28th day of OCTOBER, in the year of our Lord two thousand and twenty-four.



Clerk of the County Court of Wood County,
West Virginia

AFFIDAVIT OF PROSECUTING ATTORNEY

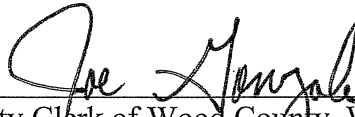
**STATE OF WEST VIRGINIA,
WOOD COUNTY,**

I, PATRICK O. 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 *Escape WV Code §61-5-10*, and that he is a fugitive from justice; and that the foregoing application to the Governor of West Virginia for a requisition for his 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 28th day of OCTOBER, 2024



County Clerk of Wood County, West Virginia

Wood County
Joe Gonzales, Clerk
Instrument 88344030
10/28/2024 @ 02:09:23 PM
COUNTY COMMISSION ORDER
Book 79 @ Page 339
Pages Recorded 7

OCTOBER 28, 2024

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: TEST CERTIFICATION NUMBER 1 – VOTE RECORDING DEVICES AND PUBLIC TEST OF THE TABULATING EQUIPMENT TO BE USED IN THE NOVEMBER 5, 2024 GENERAL ELECTION.

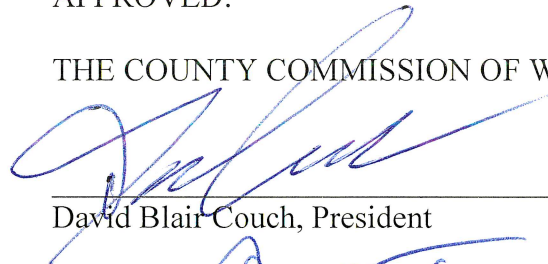
ORDER

On this date, the County Commission, upon a motion made by David Blair Couch, seconded by Robert K. Tebay and made unanimous by James E. Colombo, did hereby CERTIFY that the public inspection of the Vote Recording Devices and public test of the Tabulating Equipment to be used for vote tabulation in the November 5, 2024 General Election was tested and found to be free from error.

A copy of Test Certification Number 1 is attached to this Order and shall be made thereof.

APPROVED:

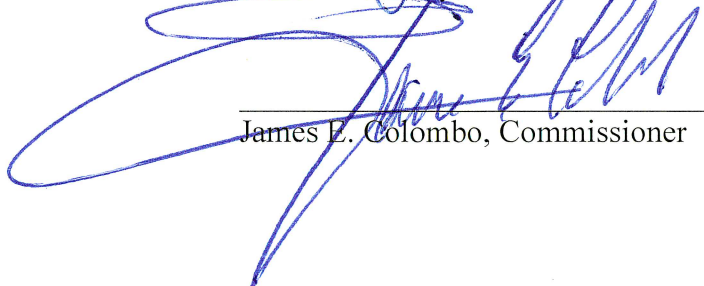
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

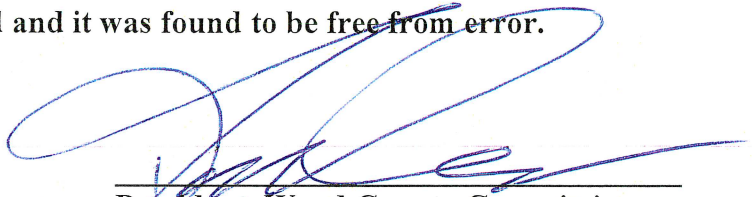
A/3042

TEST CERTIFICATION NUMBER 1

WOOD COUNTY

GENERAL ELECTION

We, the undersigned, of Wood County, do hereby certify that the October 28, 2024, public inspection of the Vote Recording Devices and public test of the Tabulating Equipment to be used for vote tabulation in the November 5, 2024, General Election, was tested and it was found to be free from error.



President, Wood County Commission



Commissioner



Commissioner



Clerk of the Wood County Commission

Dated this 28th day of October, 2024.

Wood County
Joe Gonzales, Clerk
Instrument 88344029
10/28/2024 @ 02:05:36 PM
COUNTY COMMISSION ORDER
Book 79 @ Page 337
Pages Recorded 2

OCTOBER 28, 2024

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION OPENED SEALED BIDS FOR VEHICLES
FOR THE WOOD COUNTY SHERIFF'S DEPARTMENT.

ORDER

On this date, the County Commission of Wood County, at 10:15 A.M., did hereby
OPEN the sole sealed bid for vehicles for the Wood County Sheriff's Department. Said sealed
bid was received pursuant to a Legal Notice appearing in the Parkersburg News and Sentinel on
October 11 and October 18, 2024. The sole sealed bid was received from the following:

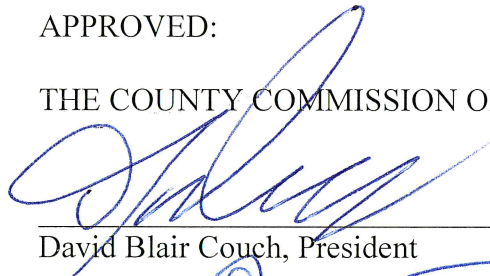
Whiteside of St. Clairsville, Inc.
50714 National Road E.
St. Clairsville, OH 43950

Bid Price - \$330,102.00

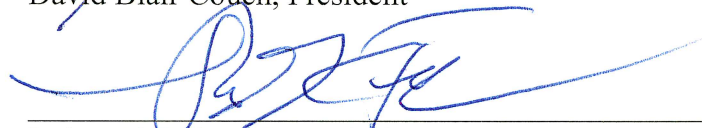
The County Commission of Wood County, upon a motion made by James E. Colombo,
seconded by Robert K. Tebay and made unanimous by David Blair Couch, did RECEIVE said
bid for review.

APPROVED:

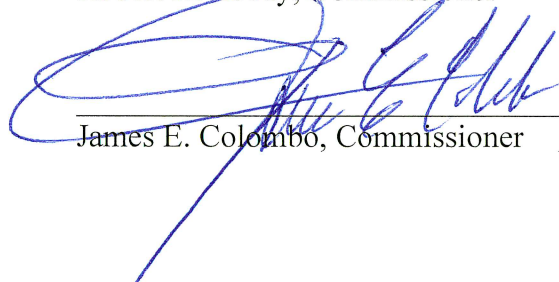
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

Wood County
Joe Gonzales, Clerk
Instrument 8834028
10/28/2024 @ 02:01:56 PM
COUNTY COMMISSION ORDER
BOOK 79 @ PAGE 336
Pages Recorded 1