

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA
#1 COURT SQUARE, SUITE 203
PARKERSBURG WV 26101

IN RE: MINUTES OF MEETING HELD
MONDAY, OCTOBER 21, 2013

PRESENT: WAYNE DUNN, PRESIDENT
STEPHEN GAINER, COMMISSIONER
DAVID BLAIR COUCH, COMMISSIONER

At 9:00 A.M., the County Commission of Wood County met in regular session. They signed purchase orders, invoices, orders and other correspondence.

The County Commission, upon a motion duly made, seconded and passed, approved minutes from October 7, 2013.

AGENDA AND DISCUSSION ITEMS

At 9:00 A.M., the County Commission opened bids for a camera system for the Holmes R. Shaver Annex. Bids were taken under advisement. (Order M/2554)

At 9:06 A.M., the County Commission discussed the County-wide ambulance service. This was a continuation from the meeting held on September 16, 2013. Wood County E-911 Director Randy Lowe reported to the Commission that he had attended a meeting with the two ambulance services. They have come up with a special alert tone to let the two services know when all ambulances are out and none are available. If a medical call comes in at that time, a second alert would be issued and the ambulance services would have the option to drop the call they are on and respond to the new call. Mr. Lowe stated the E-911 Advisory Board met regarding this possible solution. The Board recommended this new procedure be adopted. The County Commission asked Randy Lowe to provide information to Commissioner Gainer at their next E-911 Advisory Board

meeting so he can share the figures on the number of times the tones were utilized with the Commission from a longer period of time.

At 9:32 A.M., the County Commission was presented a picture from Carlin's Battery D Civil War reenactment Group.

At 9:39 A.M., the County Commission approved an intern, Caleb Wetzel, for the Wood County Day Report Center.

At 9:40 A.M., Frances Ramsey was sworn in as a Deputy Clerk for the Wood County Clerk's Office.

At 10:15 A.M., the County Commission toured the Wood County Justice Center with Judge J.D. Beane.

ORDERS APPROVED AND ATTACHED TO THESE MINUTES

M/2554 and 2555

Having no further scheduled appointments or business to attend to, the County Commission officially adjourned at 11:07 A.M.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY


Wayne Dunn, President


Stephen Gainer, Commissioner


David Blair Couch, Commissioner

To listen to this meeting, please refer to DVD labeled October 21, 2013.

Wood County Commission Meeting
Held October 21, 2013

Please Print

1.	Thomas T Joyce
2.	Steve Scholl
3.	LARRY STEPHENS
4.	Toni Triano
5.	Randy Lowe
6.	ERIC TAYLOR
7.	JASON FLEAK
8.	Jim Miracce Corliss Bittney D
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Wood County Commission Agenda

10/21/2013
1 Court Square, Suite 203
Parkersburg, WV 26101

9:00 AM	Administrator's Report	Marty Seufer, County Administrator
	Bid Opening for Court Security Grant	
	Discuss County-wide Ambulance Service (continued from September 16, 2013)	
	Presentation of picture from Carlin's Battery D to Commission	Jim Miracle
	Consider request to hire Caleb Wetzel as an intern with Day Report Center	
11:30 AM	Tour Justice Center with Judge Beane	
	County Commissioners' 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

OCTOBER 21, 2013

10/21/13
70/573

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION DID HEREBY AUTHORIZE
WAYNE DUNN, AS PRESIDENT, TO EXECUTE AN ACTIVITY
REPORT FOR THE RECORDS MANAGEMENT GRANT.


ORDER


On this date, the County Commission of Wood County, upon a motion made by David Blair Couch, seconded by Stephen Gainer, and made unanimous by Wayne Dunn, did hereby AUTHORIZE Wayne Dunn, in his official capacity as President and on behalf of the County Commission, to EXECUTE a quarterly activity report for the 2013 County Records Management Grant Program West Virginia Records Management and Preservation Board.

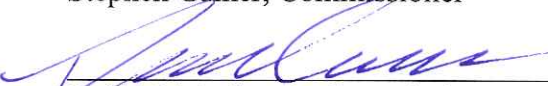
A copy of said Report is attached to this Order and should be made a part thereof.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY


Wayne Dunn, President


Stephen Gainer, Commissioner


David Blair Couch, Commissioner

M/2555

County Records Management Grant Program
Project Status Report
Period Covered
From: July 1, 2013 To: September 30, 2013
Wood County

1. Describe progress made toward each project objective - work attempted, work completed, purchases, activities, etc.

During this quarter there has been no progress made toward meeting the project objective.

2. Identify/Explain:

- A. Any problems encountered in administering the grant - employing personnel, locating quality service contractor, locating/purchasing equipment or service, implementing work plan and time table, etc.

The Wood County Circuit Clerk received notification that the West Virginia Supreme Court would be starting a pilot project which is going to develop a uniform system for all Circuit Clerk offices in the State. Wood County is included in this pilot project as it has the software which is necessary for this pilot project to begin. As a result of the work involved with this pilot project, the Wood County Circuit Clerk's Office has been busy with it and has not had the time to begin this Records Management Grant Project.

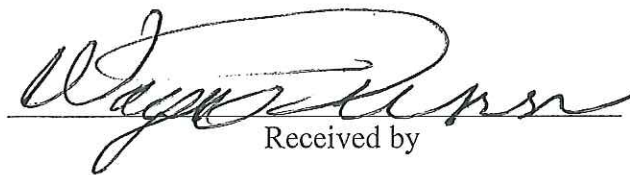
- B. Steps taken to alleviate problems or challenges cited above; potential impact of these on overall success of the project.

There is a possibility the Wood County Circuit Clerk/Wood County Commission will be seeking a project scope revision to utilize these grant funds to purchase shelving for some of its record books. A decision has not yet been made, and when a decision is made a project scope grant revision request will be submitted.

3. List and describe the major cumulative accomplishments and benefits of the project to this date.

None

Wayne Dunn
Name
President, Wood County Commission
Title
October 21, 2013
Date


Received by

Title

Date

10/21/13
70/372

OCTOBER 21, 2013

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION OPENED SEALED BIDS A CAMERA SYSTEM FOR THE SHAVER ANNEX.

ORDER

On this date, the County Commission of Wood County, at 9:00 A.M., did hereby AUTHORIZE the opening of sealed bids for a camera system for the Holmes R. Shaver Judicial Annex. Sealed bids were received from the following:

1. Miller Communications
One Wireless Way, Suite 100
Parkersburg, WV 26101
 - Bid Price - \$11,324.00


2. Advanced Alarm Technologies
PO Box 4368
Parkersburg, WV 26104
 - Bid Price - \$18,500.00

3. Electronic Specialty Company
1325 Dunbar Avenue
Dunbar, WV 25064
 - Bid Price - \$14,873.00

The County Commission of Wood County, upon a motion made by David Blair Couch, seconded by Stephen Gainer and made unanimous by Wayne Dunn, did hereby RECEIVE said bids for review by the Wood County Sheriff's Department.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY


Wayne Dunn, President


Stephen Gainer, Commissioner


David Blair Couch, Commissioner

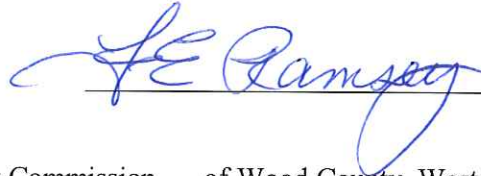
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STATE OF WEST VIRGINIA
COUNTY OF WOOD

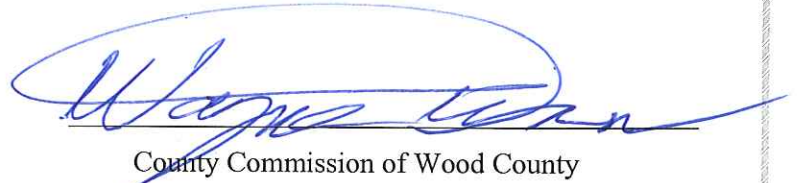
}

TO -WIT:

I, Frances Ramsey, do solemnly swear that I will support the Constitution of the United States, the Constitution of the State of West Virginia, and that I will faithfully and impartially discharge the duties of the office of Deputy Clerk for the Wood County Clerk's Office in and for Wood County, West Virginia, to the best of my skill and judgment, during my continuance in the same; SO HELP ME GOD.



Subscribed and sworn to, before County Commission of Wood County, West Virginia, this 21st day of October, 2013.


County Commission of Wood County