

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: Minutes of the Meeting held September 14, 1982

PRESENT: President, Holmes R. Shaver
Commissioner, William C. Parrish
Commissioner, Dexter L. Buckley, Jr.

Upon advertisement to bid for 114 Precinct Supply Kits, for the County Clerk's Office, the following bids and quotations were received; Casto & Harris, \$4,325.00 for and Dayton Legal Blank, in the amount of \$4,332.00. Upon the motion of Commission President, Holmes R. Shaver, seconded by Commissioner Dexter L. Buckley, Jr., and made unanimous by Commissioner William C. Parrish it was ORDERED that the low bid of Casto & Harris, be approved and accepted in the total amount of \$4,325.00. A copy of this ORDER is in attachment.

Also, upon advertisement to bid for various items on display at the Magistrates Court Building. The Commission received various bids. Upon the motion of Commissioner William C. Parrish, seconded by Commissioner, Dexter L. Buckley, Jr., and made unanimous by Commission President, Holmes R. Shaver it was ORDERED to approve and accept said highest bidder(s) on various items. A copy of this ORDER is on file in the office of the Wood County Administrator, Sibyl Rowan, Room 202 of the Wood County Court House.

The Commission also met with Charlene Ketterman of the Voter Registration Office, to discuss various issues in regard to the election procedures. See also copy in attachment.

Also the Commission approved a deed by and between the County Commission and the Wood County Building Commission, in regard to the consturction of the Courthouse Judicial Annex. A copy of this DEED is in attachment.

The following Purchase Orders were received and approved by this Commission:

Purchase Order #6415, to Parkersburg Office Supply, in the amount of \$263.25, for the Assessor's Office.

Purchase Order #6409, to Parkersburg Office Supply, in the amount of \$45.84, for the County Clerk's Office.

Purchase Order #6408, to Easton Printing, in the amount of \$39.00, for the Sheriff's Department.

Purchase Order #6407, to Parkersburg Office Supply, in the amount of \$41.54, for the Sheriff's Department.

Purchase Order #6406, to Scott Lumber, in the amount of \$6.87, for the Maintenance Department.

Purchase Order #6405, to Mahone Tire, in the amount of \$83.42, for the Correctional Center.

Purchase Order #6402, to W. V. Uniform & Equipment, in the amount of \$105.25, for the Sheriff's Department.

Purchase Order #6401, to Universal Supply, in the amount of \$13.10, for the Correctional Center.

Purchase Order #6400, to W. V. Paint, in the amount of \$2.70, for the Correctional Center.

Purchase Order #6399, to Parkersburg Office Supply, in the amount of \$16.80, for the Assessor's Office.

Purchase Order #6398, to Bailey Ind., Inc., in the amount of \$10.00, for the Maintenance Department.

Purchase Order #6397, to Blair Electric, in the amount of \$1,030.00, for the County Commission.

Purchase Order #6379, to Smith Hardware, in the amount of \$5.57, for the Maintenance Department.

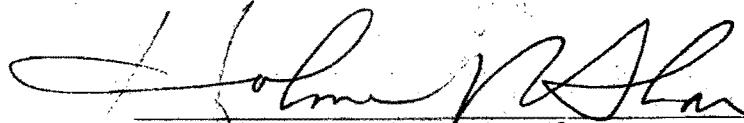
Purchase Order #6300, to Scott Lumber, in the amount of \$37.89, for the Assessor's Office.

Purchase Order #6275, to Goodyear, in the amount of \$4.50, for the Maintenance Department.

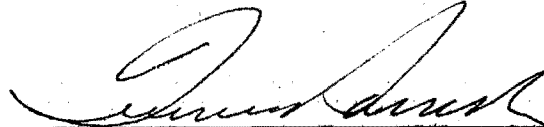
Also, the Commission received various 1982 Personal Property Tax Tickets to be impropered for clerical errors. The Commission received and approved the tickets and forwarded them to the Probate Office to be recorded. Copies are in attachment.

Approved:

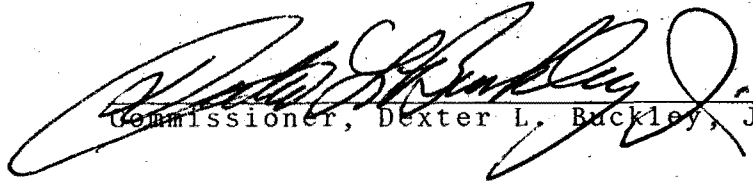
THE COUNTY COMMISSION OF WOOD COUNTY



President, Holmes R. Shaver



Commissioner, William C. Parrish



Commissioner, Dexter L. Buckley, Jr.

Type and record form with the specific ID # of each votomatic going to each precinct.

County Commissioners & Ballot Comm. inspect devices Oct. 26th
Advertise in Class 1-0 Advertisement of Inspection of devices.
Available to all candidates, chairman or representatives of each political party, public. Commissioners must certify everything in order and then secure in double lock room.

Election night we have to count all unused ballots and record the number. Then destroy before a representative of each party by the County Clerk or special deputy. If discrepancy, seal unused ballots in double lock room until discrepancy is resolved, then destroy by fire or otherwise. Ballot Comm. must destroy all unissued ballots also.

Test computer 1 week before election. Oct. 25, 1982 County Commissioners must be present. Place ad in the paper in Class 1-0 two weeks prior to the test. Open to political parties, candidates, press & public.

Run test 5 times by precessing 2 separate sets of test decks. Make sure there are cross over votes. If there is an error found, the County Commissioners have to certify in writing nature of error and corrective action taken and recorded in the miscellaneous record book. Immediately after test is completed a certified duplicate copy of the program deck has to be sent to the State Election Commission.

Program deck must be certified immediately as to be free from error by the County Commissioners and placed in a sealed container with four locks. Each Commissioner will have a key that fits one lock, and the County Clerk will have a key. This will be opened by all four before the test to be completed before the official count.

Test results have to be certified before and after the returns and filed in the miscellaneous record book and immediately locked up except for the canvass.

All workers are to be issued official badge.

Vote recording devices, ballot labels, program deck, and test decks have to be kept sealed for 7 days except it may be reopened in the canvass and immediately resealed. Can be inspected by any candidate, or chairman of parties, PROVIDING a notice is posted at the counting center before and on the hour of 9AM on the day of the examination. After completion of the canvass, vote recording devices, ballot labels, ballot cards, program deck, and test decks shall be sealed 1 year provided vote recording devices and tabulating equipment may be released for use in other lawful elections.

During the Canvass 5% of the precincts shall be chosen at random and BALLOT CARDS cast therein counted manually. If variance is greater than 1 then manual recount is required in all precincts. 3-4A-28 (40-48)

Public is entitled to be in central counting center. County Clerk in charge of central counting center. County Commissioners are in charge of the general public. All candidates, or representative, appointed representative from each party, and general public is allowed. If there are too many people to admit at once, the County Commission shall rotate granting a reasonable period of observation. NO ONE except authorized personnel shall touch any ballots or other official papers.

At the canvass, County Commissioners have to shuffle challenge ballots to intermingle before reading.

When supplies are picked up we have to give them a receipt and we keep a copy and the County Comm. gets a copy.

County Clerk and County Commission President must certify that all votomatics are sealed at the time they are taken from here.

THIS DEED, Made September 14, 1982, by and between THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA, a body corporate and politic, Grantor, and THE WOOD COUNTY BUILDING COMMISSION, a public corporation, Grantee.

In consideration of Five (\$5.00) Dollars, cash in hand paid, and other valuable considerations, receipt of which is hereby acknowledged, Grantor grants and conveys, with covenants of general warranty and against encumbrances, to Grantee that certain real estate situate in the City of Parkersburg, Wood County, West Virginia, bounded and described as follows:

BEGINNING at a point in the northerly line of 2nd Street, which said point is located N. 38° 06' 38" W. 140.8 feet, more or less, from the intersection of the westerly line of Avery Street and the northerly line of 2nd Street, and also in the westerly line of the tract to be conveyed by the City of Parkersburg acting in its legal capacity as the Urban Renewal Authority of the City of Parkersburg, to the City of Parkersburg for the intended use as a new City Building; thence N. 38° 06' 38" W. continuing with the northerly line of 2nd Street 220.0 feet, more or less, to a point in the easterly line of Market Street; thence with the easterly line of Market Street, N. 51° 52' 00" E. 208.0 feet, more or less, to a point; thence S. 38° 06' 38" E. 170.6 feet, more or less, to a point, which point is in the westerly line of Phillips Court Alley; thence S. 51° 54' 38" W. and with the westerly line of Phillips Court Alley, 38.0 feet, more or less, to a point; thence S. 38° 06' 38" E. and crossing Phillips Court Alley, 49.6 feet, more or less, to a point, which point is in the westerly line of the New City Building tract hereinbefore referred to; thence S. 51° 54' 35" W. and running with said westerly line of said New City Building tract, 170.0 feet to the point of beginning, consisting of 43,875.20 square feet, more or less, reference here being made and had to the Central City Urban Renewal Area Property Map recorded in the Office of the Clerk of the County Commission of Wood County, West Virginia, in Plat Book 15, at page 16, and to the map prepared by Robert C. Vernon, Inc., Registered Professional Engineer, dated February 19, 1975, designated Sheet 3 of 14, and kept in the office of the City Engineer of the City of Parkersburg.

Being the same real estate conveyed to The County Commission of Wood County, West Virginia, by deed dated August 4, 1977, from The City of Parkersburg, of record in the Office of the Clerk of the County Commission of Wood County, West Virginia, in Deed Book No. 691, at page 143.

This conveyance is expressly made subject to the exceptions, rights of way and easements, and restrictive covenants contained in the deed last above referred to.

DECLARATION OF CONSIDERATION OR VALUE

The undersigned hereby declares that the transfer involved in the document to which this declaration is appended is not subject to the payment of State Excise Tax upon the privilege of transferring real estate for the reason designated as follows: This conveyance is a transfer from one political body to another.

WITNESS the following signature:

THE COUNTY COMMISSION OF WOOD
COUNTY, WEST VIRGINIA, a body
corporate and politic,

By Holmes R. Shaver
Its President

STATE OF WEST VIRGINIA,
COUNTY OF WOOD:

The foregoing Deed was acknowledged before me this 14 day of September, 1982, by HOLMES R. SHAVER, President of THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA, a body corporate and politic, on behalf of the corporation.

My Commission expires:

February 25, 1992

Pauline M. Eaton
Notary Public

This instrument prepared under the direction and supervision of William R. Pfalzgraf, Attorney at Law, Parkersburg, WV, 26102

September 14, 1982

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: ADVERTISEMENT TO BID FOR VARIOUS ITEMS ON
DISPLAY AT THE MAGISTRATE COURT BUILDING

O R D E R

On this the 14th day of September, 1982 the County Commission of Wood County upon advertisement to bid for various items (on display at the Magistrate Court Building) received various bids. Said bids received being only on certain items.

Upon the motion of Commissioner William C. Parrish, seconded by Commissioner Dexter L. Buckley, Jr., and made unanimous by Commission President, Holmes R. Shaver to approve and accept said highest bidder on various items.

See photostat pages ahead for bids awarded.

Approved:

THE COUNTY COMMISSION OF WOOD COUNTY

President, Holmes R. Shaver

Commissioner, William C. Parrish

Commissioner, Dexter L. Buckley, Jr.

ENTERED: SEPTEMBER 14, 1982

1.	Jerry Baughman		
	#2 Desk Chair.....	Bid Amount	\$7.00
		TOTAL	<u>\$7.00</u>
2.	A. D. Tallman, Jr.		
	#43 Underwood Five Typewriter.....	Bid Amount	\$40.00
		TOTAL	<u>\$40.00</u>
3.	Robert A. Waters		
	#30 Filing Cabinet (green) 4-drawer...	Bid Amount	\$13.99
	#31 Filing Cabinet (black).....	" "	11.99
	#12 High back wooden chair.....	" "	5.01
	#13 High back wooden chair.....	" "	5.01
	#42 Wooden desk chip board top.....	" "	20.01
		TOTAL	<u>\$56.01</u>
4.	D. E. Sisson		
	#18 Kitchen chairs (\$1.00 ea.).....	Bid Amount	\$11.00
	#48 (1) Twin bed.....	" "	\$10.00
		TOTAL	<u>\$21.00</u>
5.	Ronnie K. Bibbee		
	#22 Steel Cot (2) \$3.25 ea.....	Bid Amount	\$3.25
		TOTAL	<u>\$6.50</u>
6.	Frank H. Rust		
	#36 Wooden Desk Formica Top.....	Bid Amount	\$50.00
	#41 Wooden Desk White Top.....	" "	\$35.00
	#34 Wooden Filing Cabinet.....	" "	\$25.00
		TOTAL	<u>\$110.00</u>
7.	Betty Shreeve		
	#10 Black Wooden Chair.....	Bid Amount	\$5.00
		TOTAL	<u>\$5.00</u>
8.	Donald R. Cole		
	#46-1-Small Storm Door	Bid Amount	\$3.25
	#39 Royal Typewriter.....	" "	\$20.00
		TOTAL	<u>\$23.25</u>
9.	Robert Tebay III		
	#32 Drawing Table.....	Bid Amount	\$16.50
		TOTAL	<u>\$16.50</u>
10.	Tom Zimmerman		
	#27 Steel table (gray).....	Bid Amount	\$26.50
		TOTAL	<u>\$26.50</u>
11.	Betty Dye		
	#11 White & Blue Metal chair.....	Bid Amount	\$6.00
	#5 White molded chair.....	" "	\$6.00
		TOTAL	<u>\$12.00</u>

J. P. Vaughan		Bid Amt.	
#1	Wood & Leather chair.....	"	" \$2.00
#3	Gold Fabric Chair.....	"	" \$2.00
#4	Gold Fabric Desk Chair.....	"	" \$5.00
#6	Brown Desk Chair.....	"	" \$2.00
#7	Gray Desk Chair.....	"	" \$2.00
#8	Brown (patched) desk chair.....	"	" \$2.00
#9	Black Desk Chair.....	"	" \$2.00
#15	Orange Plastic Chair.....	"	" \$1.00
#16	Wooden Straight Chair.....	"	" \$1.00
#17	Wooden Straight Chair.....	"	" \$1.00
#19	Leather Court Chair.....	"	" \$5.00
#21	Couch Marked #20	"	" \$5.00
#26	Cash Register (Victor) #125.....	"	" \$5.00
#33	Wooden Desk.....	"	" \$5.00
#35	Card Files (2 drawer) several.....	"	" \$5.00
#37	Posting Machine.....	"	" \$1.00
*38	#40 Royal Typewriter.....	"	" \$16.00
#44	Metal Desk.....	"	" \$5.00
#45	Metal Desk.....	"	" \$5.00
#46	Storm Doors (large).....	"	" \$10.00
#47	Twin Bed (1).....	"	" \$15.00
#50	Map Case	"	" \$5.00
**	#38 Royal Typewriter.....	"	" \$5.00
TOTAL			\$107.00

ITEMS NOT BID

#14 Black Straight Chair
#20 Wooden Straight Chair
#24 Folding Chair
#25 Black Straight Chair - torn seat
#28 Wooden Desk - 3 pts.
#49 1 Drawer Filing Cabinet

September 14, 1982

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: BID APPROVED UPON ADVERTISEMENT TO BID FOR
114 PRECINCT SUPPLY KITS FOR THE COUNTY
CLERK'S OFFICE - VOTER REGISTRATION

O R D E R

Upon advertisement to bid for 114 Precinct Supply Kits for the County Clerk's Office. The following bids and quotations were received;

Casto & Harris
109 Market Street
Spencer, WV 25276
In the amount of.....\$4,325.00

and

Dayton Legal Blank
P.O. Box 188
Dayton, OH 45401
In the amount of.....\$4,332.00

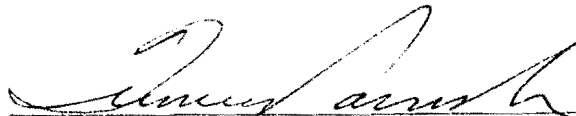
Upon the motion of Commission President, Holmes R. Shaver, seconded by Commissioner Dexter L. Buckley, Jr., and made unanimous by Commissioner William C. Parrish, it is hereby ORDERED that the low bid of Casto & Harris, be approved in the total amount of \$4,325.00.

Dated this the 14th day of September, 1982.

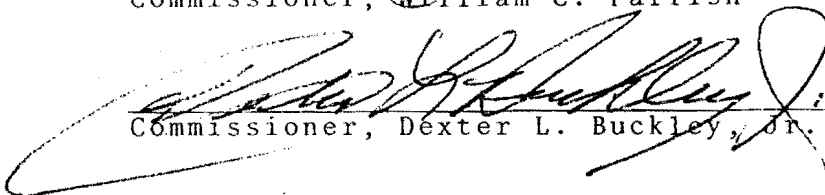
Approved:

THE COUNTY COMMISSION OF WOOD COUNTY


President, Holmes R. Shaver



Commissioner, William C. Parrish



Commissioner, Dexter L. Buckley, Jr.