

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: MINUTES OF MEETING HELD, THURSDAY,
FEBRUARY 15, 1990

PRESENT: PRESIDENT, LEWIS E. GUINN
COMMISSIONER, STEVEN A. GRIMM

ABSENT: COMMISSIONER, HOLMES R. SHAVER

On this date, the County Commission met in regular session. The Commission signed purchase orders, invoices and correspondence.

At 9:00 a.m. the Commission met with Prosecuting Attorney, Jeff Reed, to discuss a personnel matter.

At 9:15 a.m. the Commission met with County Administrator, Mary Rader, to discuss various office procedures.

At 10:00 a.m. the County Commission held a bid opening for 92 Primary Election Kits. The Commission received two bids. The first bid opened was from Dayton Legal Blank, Inc. Dayton, Ohio, with a bid of \$3,036.00. The second bid opened was from Casto & Harris, Spencer, West Virginia, with a bid of \$3,036.00. Commission President made a motion to take the bids under advisement. An Order was prepared for this matter.

At 10:30 a.m. the Commission met with Captain Wilcox and Randy Kinsolving to discuss the intercom system at the jail being repaired or replaced. Also discussed was the audio system at the Correctional Center. The Commission agreed to provide a new intercom system and to provide the rebuilding of the audio system at the Wood County Correctional Center. The total amount of the proposal submitted by Randy Kinsolving of Miller Communications, Inc. is \$4,766.86. An Order was prepared for this matter.

On this date, the Commission received a letter of approval from the Governor of West Virginia regarding the Highway Safety Program Grant. The amount of \$36,360.00 received approval as set forth in said letter from the Governor. All documentation pertaining to said grant is on file in the Administrator's

Office. An Order was prepared for this matter.

The Commission authorized Commissioner Grimm to sign the Monthly Financial Report No. 4 and the Request for Reimbursement for the month of January, 1990, in regard to the Drug Free Communities Grant No. DFC-88-047. A Monthly Progress Report is also being submitted to the Criminal Justice and Highway Safety Office. The total amount of \$730.00 was expended by Wood County during the month of January, 1990. All documentation pertaining to this Drug Free Communities Grant is on file in the County Administrator's Office. An Order was prepared for this matter.

The Commission authorized President Guinn to sign the Monthly Financial Report No. 7, and the Request for Reimbursement for the period January 1, 1990, to January 31, 1990, and an Equipment Listing in regard to the Drug Law Enforcement Grant No. 88-DLE-011. Also a Monthly Progress Report covering the above period is being submitted to the Criminal Justice and Highway Safety Office. Total expenditures for the month are in the amount of \$779.00; however, the Request for Reimbursement from the State is in the amount of \$584.25. Since the Grant has a 25% County match, the remainder of \$194.75 is to be paid from the General County Fund budget. All documentation pertaining to this Drug Law Enforcement Grant is on file in the County Administrator's Office. An Order was prepared for this matter.

The County Commission received a check in the amount of \$15,100.00 from the State of West Virginia, which represents Payment of Drawdown Request No. 9 in regard to the Small Cities Block Grant No. B88-DC-54-0001 known as the Union-Williams Public Service District Sewer Project. An Order was prepared for this matter.

The County Commission authorized the purchase of NCR Dual 4MG Memory Modules to update the current computer system of the County Clerk's Office and the Sheriff's Tax Office. Said authorized purchase is in the amount of \$3,800.00

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which includes a \$200.00 trade in for the County's 1024K boards. An Order was prepared for this matter.

The County Commission agreed to terminate the Agreement entered into with Ad Mail in regard to pre-sort mail services. The termination would be effective as of February 28, 1990, and therefore is in compliance with the seven days notice set forth in said Agreement. An Order was prepared for this matter.

The County Commission entered into an Agreement with New Image Mail Service in regard to pre-sort mail service for Wood County Offices. The County agrees to pay New Image Mail Services the sum of \$17.00 per 1,000 pieces of mail. Mail pickup is to be at 4:00 p.m. Monday through Friday, and cancellation of such Agreement may be given by either party by a five day written notice. Services provided by New Image Mail Services is to begin on March 1, 1990. An Order was prepared for this matter.

At 11:50 a.m. the Commission went into Executive Session with Emmett Pickens, Maintenance Superintendant, and Ron Bibbee, to discuss a personnel matter. The Commission went out of Executive Session at noon.

Having no other scheduled appointments or further business to attend to, the Commission adjourned at noon.

Approved:

THE COUNTY COMMISSION OF WOOD COUNTY



President, Lewis E. Guinn



Commissioner, Steven A. Grimm