

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: MINUTES OF MEETING HELD
THURSDAY, AUGUST 8, 1991

PRESENT: PRESIDENT PRO TEM HOLMES R. SHAVER
COMMISSIONER JEAN GRAPES

ABSENT: PRESIDENT STEVEN A. GRIMM

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

At 10:00 A.M., the County Commission heard the case of Barbara Burke, alleged incompetent. Attorney was George Cosenza. Guardian Ad Litem was Patrick Radcliff. Steven T. Burke, son of Mrs. Burke was present and stated his mother had difficulty understanding and managing her business affairs. Mr. Burke also stated that Mrs. Burke went into Cardiac Arrest on September 8, 1989. An affidavit from Dr. Steven Mossberg stated that she was unable to attend this hearing and that she is unable to handle her affairs. Other family members agree on this Committee. Mr. Radcliff agrees with the petition and stated that Mrs. Burke does suffer from some brain damage and that she understands sometimes. Mr. Radcliff agrees with the need to have a Committee appointed. Robert Burke, husband of Barbara was paying for someone to care for her, but she was not getting along very well. Steven Burke stated that his parents are getting a divorce and that Mrs. Burke is living with Steven. Upon a motion made by Jean Grapes and seconded by Holmes R. Shaver, the County Commission declared Barbara Burke incompetent. Mr. and Mrs. Burke own their home. Mrs. Burke may be awarded alimony in their divorce. Steven Burke stated that Mrs. Burke's share of their assets would be approximately \$50,000.00. Upon a motion made by Holmes R. Shaver, seconded by Jean Grapes, and made unanimous, the County Commission appointed Steven Burke as the Committee for Barbara Burke with a corporate surety bond of \$50,000.00. This is condition to any changes in assets from the divorce, the bond will be adjusted.

At 10:30 A.M., the County Commission met with the Employees Benefit Committee to discuss vision and dental insurance.

At 11:00 A.M., the County Commission's appointment with Jeff Reed and Gene Knotts to sign exonerations was cancelled. Mr. Knotts will try to set up an appointment with Mr. Bob Allender from the State Tax Department to discuss the procedure of signing exonerations.

At 11:10 A.M., the County Commission went into executive session with Jeff Reed to discuss a personnel matter. They adjourned at 11:35 A.M.

On this date, the County Commission signed the Monthly Financial Report and the Request for Reimbursement in regard to the Drug Free Communities Grant No. DFC-89-054. The amount of \$546.75 was expended by Wood County during the month of July, 1991 which represents materials purchased under the guidelines of said Grant. In addition to the Monthly Financial Report and the Request for Reimbursement, the Monthly Progress Report No. 10 is being submitted to the Criminal Justice and Highway Safety Office. An Order was prepared regarding this matter.

On this date, the County Commission authorized Holmes R. Shaver to sign the Equipment Listing and the Request for Reimbursement in regard to Drug Control and System Improvement Grant No. 90-DC-059. The amount of \$1,050.00 was expended by Wood County during the month of July, 1991; however the Request reflects the amount of \$945.00 since the stipulations set forth in the Grant have a 10% matching fund requirement from Wood County. The expenses incurred during the month of July, 1991 represent flight hours of the helicopter used by deputies of the Wood County Sheriff's Department. In addition to the Equipment Listing and the Request For Reimbursement, a Monthly Progress Report and a Project Financial Report is being submitted to the Criminal Justice and Highway Safety Office. An Order was prepared regarding this matter.

On this date, the County Commission gave approval to make final payment in the amount of \$26,004.45 to Carl E. Stephens Construction Company in regard to the Wood County Magistrate Court Parking Lot Project. Said approval was given

following a letter from Jack Ankrom, Landscape Architect, who serves in the capacity as construction Manager for the Wood County Commission on said Project, stating he had made a second final inspection and the work is acceptable; therefore, the Contractor should be paid in full. An Order was prepared regarding this matter.

Carl E. Stephens Construction Company has submitted a consent of surety company to final payment - Ohio Farmers Insurance Company, Westfield Center, Ohio; a Contractor's Affidavit of payment of debts and claims - Carl E. Stephens Construction Company, Inc.; Contractor's Affidavit of Release of Liens - Carl E. Stephens Construction Company, Inc. These were in accordance with AIA Document A701, Instructions to Bidders, that was made a part of the Project Manual for the Wood County Magistrate Court Parking Lot Project. An Order was prepared regarding this matter.

On this date, the County Commission was in receipt of a letter from Todd E. Hooker, Community Development representative of the Governor's Office of Community and Industrial Development. Said letter conveys the results of monitoring visit No. 2 in regard to the Small Cities Block Grant No. B88-DC-54-0001, Union-Williams Public Service District - Waverly Sewer Project. Said visit was to the Mid-Ohio Valley Regional Council, who administers such Grants on behalf of the County Commission as per an Intergovernmental Agreement and an on-site visit was made to the Union-Williams Public Service District. Areas included in the review were Program Performance and Progress, Financial Management, Allowable Costs, Procurement and Contracting and Labor Standards Compliance. In conclusion, said letter states that files for this Project were comprehensive and orderly, and that the Project is still under construction with a compliance date expected in the Spring of 1992. An Order was prepared regarding this matter.

On this date, the County Commission was in receipt of the results of an on-site visit in regard to the Drug Control and System Improvement Grant No. 90-DC-028. The report states that all equipment has been received and utilized.

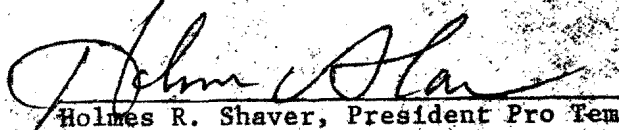
and that financial obligations are being met pertaining to this Criminal Apprehension Program. It was recommended that another officer receive training in computer programming in addition to Sgt. Terry L. Miller. An Order was prepared regarding this matter.

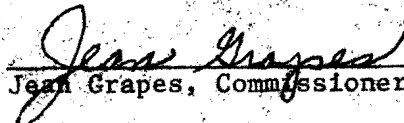
On this date, the County Commission signed the Equipment Listing and the Request for Reimbursement in regard to the Drug Control and System Improvement Grant No. 89-DC-031. The amount of \$27,500.00 was expended by Wood County during the month of July, 1991, which represents partial payment of a 1976 Hughes 300C helicopter to Carolina Helicopters. In addition to the Equipment Listing and the Request for Reimbursement, the Project Financial Report and the Monthly Progress Report No. 8, including the Order of the County Commission awarding the bid and the Order of the County Commission declaring an Emergency Purchase, is being submitted to the Criminal Justice and Highway Safety Office. An Order was prepared regarding this matter.

Having no scheduled appointments of further business to attend to, the County Commission adjourned at 12:00 Noon.

Approved:

THE COUNTY COMMISSION OF WOOD COUNTY


Holmes R. Shaver, President Pro Tem


Jean Grapes, Commissioner

PURCHASE ORDERS SIGNED ON AUGUST 8, 1991

No. 14757	WV Industries	\$ 100.00
14770	Miller Communications	107.00
14791	Miller Communications	72.50
14809	Parkersburg Lock Service	5.75
14820	Earl Scheib	299.90
14821	Broadwaters Motorcar	256.74
14822	Broadwaters Motorcar	22.97
14826	Broadwater Motorcar	6.24
14836	Broadwaters Motorcar	47.07
14837	Broadwaters Motorcar	6.30
14838	Signs & More	30.00
14839	Jasper Engines	2,053.31
14840	Broadwaters Motorcar	43.28
14844	Phar-Mor	70.45
14846	Capital Aircraft	5,360.93
14848	Breeds Auto Electric	50.00
14849	Broadwaters Motorcar	76.98
14850	Perry's Alignment	18.00
14855	Williams & Co.	108.00
14875	Broadwaters Motorcar	10.00
14877	Great American Floor Care	2,991.00
14881	Parkersburg Office Supply	21.17
14884	Casto & Harris	192.00
14885	Assurance Business Forms	76.66