

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: MINUTES OF MEETING HELD  
AUGUST 19, 1991

PRESENT: PRESIDENT STEVEN A. GRIMM  
COMMISSIONER HOLMES R. SHAVER  
COMMISSIONER JEAN GRAPES

On this date, the County Commission met in regular session. They signed purchase orders, invoices and correspondence. Upon a motion made by Jean Grapes, seconded by Holmes R. Shaver and made unanimous, the County Commission approved minutes from Thursday, July 25, 1991, Monday, July 29, 1991, Thursday, August 1, 1991 and Monday, August 5, 1991. President Grimm signed minutes from July 11 and July 22, 1991 that had been previously approved.

At 9:30 A.M., the County Commission met with Ron Clark to discuss a water line that he wishes to put in on Route 31. The Commission advised Mr. Clark to discuss this with Marvin Dowler.

At 1:50 P.M., the County Commission met with Becky Gross from Mountain State College. The County Commission authorized Holmes R. Shaver, as President Pro Tem to sign the Request for Reimbursement and the Monthly Financial Report for July, 1991 in regard to the Drug Free Communities Grant No. DFC-89-055. No expenditures were made during the month of July, 1991. In addition to the Request for Reimbursement and the Monthly Financial Report, the Monthly Progress Report, prepared by Judith Sutton, is being submitted to the Criminal Justice and Highway Safety Office. An Order was prepared regarding this matter.

At 2:00 P.M., the County Commission met with Sheriff Greiner, Joyce Purkey and Judge Gustke to discuss fees to be collected by the Sheriff. Judge Gustke stated that the municipalities were helping the Sheriff's Department serve some of the warrants and they don't get the \$20.00 that the Sheriff receives. Commissioner Grapes stated that the County doesn't have the ability to pay the same fees that municipalities receive. Commissioner Grapes stated that she has

no problems with charging the \$20.00 because of the gas, time and manpower it takes to go out in the County to serve some of the warrants. Judge Guske stated that there may be a problem with the municipalities not getting the \$20.00. Joyce Purkey stated that the Order wasn't clear. Commissioner Shaver stated that he would like to meet with the municipalities to explain the fees. Sheriff Greiner stated that he doesn't feel that they should have to do this. After more discussion, Commissioner Grapes stated that yes, it is and has been in effect since May 20, 1991 when the Order was put on the record books. and Commissioner Shaver agreed.

On this date, Al Smith was sworn in as a member of the Wood County Parks and Recreation Commission (Mountwood Park).

At 11:30 A.M., the County Commission met with Diana Joachim, Doug Herrington and Jamie Six to discuss the computer system. Mr. Herrington presented a letter (which is attached to these minutes). The letter states Mr. Herrington's opinion of the situation regarding the Sheriff's Tax Office and himself. Mr. Herrington stated that he can give the Tax Office information on their computers on what to do if the system was to go down. He will have a manual finished on or around September 1, 1991 when he will no longer assist the Tax Office. Mrs. Joachim stated that they have had problems with the application software. Commissioner Grapes asked Mrs. Joachim to list some of the problems and have Mr. Herrington look at it and try to get the problems fixed. Mrs. Joachim stated that with the past work history, she doesn't think they can work together. Mrs. Joachim stated that there are problems that need taken care of. President Grimm stated that he wants the problems taken care of by Mr. Herrington before September 1, 1991, so that the next people to come in wouldn't have to deal with all of the problems. Mr. Herrington said that he would look at the list and see what he could do. There was further discussion concerning the problems. Commissioner Shaver stated that he wanted updates of how the progress was going and that he wanted to be fair to both Mrs. Joachim and Mr. Herrington.

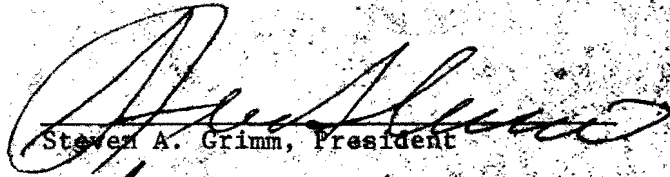
On this date, the County Commission was in receipt of the Notice of Grant Award Change in regard to the Union-Williams Public Service District Sewer System, Grant Nos. B88DC540001 and B89DC540001. Said Grant Award Change extends the Grant Contract completion date from June 30, 1991 until June 30, 1992. An Order was prepared regarding this matter.

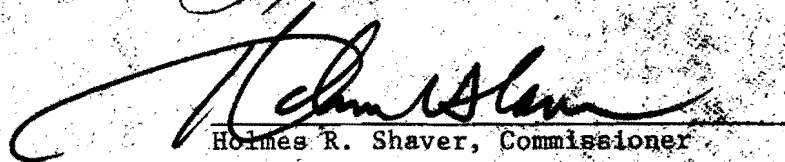
On this date, the County Commission accepted the cluster type maintenance proposal presented by Don Grasley from NCR on the 49 CRT's Located in the Courthouse. The total yearly maintenance is in the amount of \$2,229.40. Said Agreement will be back dated to March 1, 1991 to coincide with the anniversary date of NCR hardware. An Order was prepared regarding this matter.

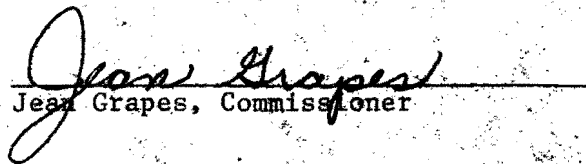
Having no scheduled appointments of further business to attend to, the County Commission adjourned at 4:00 P.M.

Approved:

THE COUNTY COMMISSION OF WOOD COUNTY

  
Steven A. Grimm, President

  
Holmes R. Shaver, Commissioner

  
Jean Grapes, Commissioner

On this date, the County Commission nominated John Renfro for the vacant position on the Wood County Airport Authority. The County Commission also nominated James Small for the vacancy on the Wood County Civil Service Commission for Deputy Sheriffs and Correctional Officers.

PURCHASE ORDERS SIGNED ON AUGUST 19, 1991

No. 14797	Sanitary Linen Service	\$ 662.50
14828	Parkersburg Office Supply	2.20
14843	Stuart Oil Co.	3,092.70
14888	Parkersburg Lumber Co.	32.15
14889	Environmental Chemical Corp.	44.00
14894	Jasper Engines	1,492.29
14897	The Artcraft Studio	30.00
14899	Broadwaters Motorcar	263.81
14901	Broadwaters Motorcar	109.80
14912	Broadwaters Motorcar	5.23
14921	American Office Systems	259.65
14925	Helicopter Minute Men	1,500.00
14926	Stuart Oil	438.00
14936	Dicks Automotive	4.25
14938	The Universal Supply	31.75

M e m o

August 12, 1991

To : County Commission  
From: Doug Herrington  
Re : Support tax office

On Friday August 9, 1991 I spoke with Diane Joachim concerning my position in finance and my continued support of the tax office software. As I expressed then and still believe there is no problem with internal control or any other conflicts with me supporting both computer systems. I honestly believe my support of both systems to be in the best interest of the county for the present and future. I have talked with Lisa Cozad of the State Tax Department and was assured that no conflict would exist concerning my current position and my continued support of the tax office software. I feel that since all tax office support has and would be provided at no extra charges, financially this is the best arrangement for the county as a whole.

However, I have talked with several people including some of the County Commissioners concerning my position on continued support of the tax office software. I have been advised the tax office still feels "uncomfortable" with my continued support in light of any position I may hold within the county clerks' office. As you may be aware I was informed by the tax office in July of 1991 that if I worked in the county clerks' office, pertaining to finance, I was no longer welcome to work on the tax system software even though CSSI or I have provided support in this area since 1986. I have also been asked since then to turn in my keys to the tax office. I have complied with both requests.

Since I have been advised that bad feelings may exist concerning my future support of the tax system software, I will regrettably step down if requested. We will supply the final documentation for the tax system in the very near future.

Wood County



Sheriff Department

Law Enforcement Division  
Phone: 424-1945

300 Second Street  
Parkersburg, WV 26101

*S. F. Greiner, Sheriff*

August 19, 1991

Honorable County Commission  
President Steve Grimm  
Holmes Shaver  
Jean Grapes

On behalf of all Wood County employees, we want to thank you for the recent change in our health carrier and for the addition of the dental and vision package for all employees. We would also request that in the near future you would consider to pay part of the family insurance coverage as requested by us.

Respectfully,

A handwritten signature in cursive script that reads "C. Dale Wilcox".

Wood County Employee Benefit Board  
Chairman C. Dale Wilcox  
Kay Williams  
Janet Smith  
Michell Mason  
Sherry Sutton