

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: MINUTES OF MEETING HELD
THURSDAY, JANUARY 20, 1994

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

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

On this date, the County Commission approved Personal Property Improvers for Sprini Vasan and Sam R. Minardi.

At 10:00 A.M., the County Commission met with Jamie Six, County Clerk and Kay Williams, Deputy Clerk to discuss Precinct No. 19. The County Commission, upon a motion duly made, seconded and passed, ORDERED the Clerk to place in both local newspapers a Class II legal advertisement due to the closure of Park School. Effective with the May 1994 Primary Election, Precinct No. 19 will be moved to the Gym at the City Park Pavilion. Placement of said legal notice is in accordance with Chapter 3, Article 1, Section 7 of the Code of WV, 1931, as amended. The legal notice will appear in both local newspapers on January 24, 1994 and January 31, 1994. An Order was prepared regarding this matter.

At 10:20 A.M., the County Commission went into Executive Session with Richard Hayhurst, Special Attorney for the County Commission under Chapter 6, Article 9A, Section 4 of the WV Code of 1931, as amended, No. 9. The County Commission, with no action being taken, concluded said Session at 10:30 A.M. An Order was prepared regarding this matter.

On this date, the County Commission, upon a motion made by Steven A. Grimm, seconded by Jean Grapes and passed, authorized Holmes R. Shaver, as President, to sign the Request for Reimbursement, in regard to the Juvenile Justice and Delinquency Prevention Grant No. 93-JJ-5-013. Expenditures in the amount of \$1,617.78 were made by the County during the month of December, 1993 which represents compensation to Carla Trout, Angela Vincent and David Hinzman,

who provided contractual services to the Day Treatment Program for youths that are considered "at risk". In addition to the Request for Reimbursement, the Monthly Progress Report and the Project Financial Report are being submitted to the Criminal Justice and Highway Safety Office, Charleston, WV. An Order was prepared regarding this matter.

On this date, the County Commission, upon a motion made by Steven A. Grimm, seconded by Jean Grapes and passed, authorized Holmes R. Shaver, as President, to sign the Request for Reimbursement in regard to the Drug Control and System Improvement Grant No. 93-DC-070. Expenditures in the amount of \$1,596.00 were made by the County during the month of December, 1993 for service hours provided by Kurt A. Klettner and Bridgett Reger, Counselors for the Offender Treatment Program being provided through the Adult Probation Office of Wood County. However, the Request for Reimbursement is in the amount of \$1,436.40 since there is a ten percent matching fund requirement set forth in the Grant to be met by the County. In addition to the Request for Reimbursement, the Monthly Progress Report and the Project Financial Report are being submitted to the Criminal Justice and Highway Safety Office, Charleston, WV. An Order was prepared regarding this matter.

On this date, the County Commission was in receipt of a letter from Michele Rusen, Prosecuting Attorney in regard to the cleaning of her Office. The County Commission took said letter under advisement. A copy of the letter is attached to these minutes.

On this date, the County Commission was in receipt of another letter from Ms. Rusen in regard to her Training and Education line item. The County Commission took this letter under advisement. A copy of said letter is attached to these minutes.

On this date, the County Commission was in receipt of yet another letter from Ms. Rusen in regard to an account for forfeiture money. The County

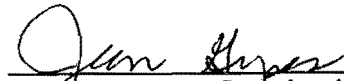
Commission also took this letter under advisement. A copy of said letter is attached to these minutes.

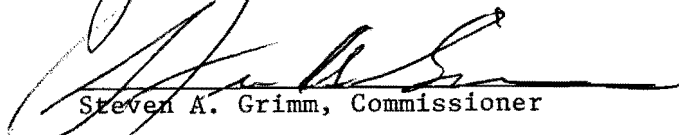
Having no further scheduled appointments or business to attend to, the County Commission adjourned at 12:00 Noon.

Approved:

THE COUNTY COMMISSION OF WOOD COUNTY


Holmes R. Shaver, President


Jean Grapes, Commissioner


Steven A. Grimm, Commissioner

PURCHASE ORDERS SIGNED ON JANUARY 20, 1994

No. 18256	JKS Computer Systems & Consulting	\$17,500.00
18266	Arrow Electronics	2,783.40



OFFICE OF THE
WOOD COUNTY PROSECUTING ATTORNEY

WOOD COUNTY JUDICIAL BUILDING
PARKERSBURG, WV 26101

MICHELE RUSEN
PROSECUTING ATTORNEY

TELEPHONE
(304) 424-1776

Wood County Commissioners
Wood County Courthouse
Parkersburg, WV 26101

Re: Training and Education Budget

Dear Commissioners:

This is to request that you consider granting an additional amount into the Training and Education line item of the Wood County Prosecutor's Office budget. This line item is perilously close to being depleted, yet many of the attorneys in the office have been unable to attend any of the mandatory continuing education classes as of yet.

The reasons for this are several. First and foremost, the amount requested and budgeted in this line-item did not contemplate payment for training in educational law. You will recall that up until October, 1993, all expenses associated with the Board of Education taken from my budget were being reimbursed by the County. At that time, this practice was discontinued without notice thus accounting for the shortfall in this line-item.

I would also point out that there are more attorneys in the office than were originally budgeted for as well.

In closing, I would also ask you to consider the fact that the County as recently reimbursed for training received in the last fiscal year in the amount of approximately \$1500. This was the result of my office applying for and receiving moneys for training in the area of DUI prosecution. Thus, this money could be placed into my budget and the County would bear no additional expense.

Very truly yours,

Michele Rusen
Prosecuting Attorney

RECEIVED
JAN 19 1994

CMV
COUNTY ADMINISTRATOR



OFFICE OF THE
WOOD COUNTY PROSECUTING ATTORNEY

WOOD COUNTY JUDICIAL BUILDING
PARKERSBURG, WV 26101

MICHELE RUSEN
PROSECUTING ATTORNEY

TELEPHONE
(304) 424-1776

January 20, 1994

Wood County Commissioners
Wood County Courthouse
Parkersburg, WV 26101

Re: Account for forfeiture money

Dear Commissioners:

As you may know, from time to time, the Prosecutor's Office collects monies in connection with drug arrests and forfeitures. At the present time, a small amount of this money has been placed in to the Criminal Investigations line item. This creates a problem because at the end of the fiscal year, this money would revert to the County general fund as I understand it. By statute, it belongs to the Prosecuting Attorney's Office.

I would request that a special line item of some sort be placed into my budget which would be a permanent account. The County would be under no obligation to fund this account in any way, and it would be solely for the purpose of depositing these forfeiture monies and withdrawing the for the purposes allowed by law.

Thank you for your help.

Very truly yours,

Michele Rusen
Prosecuting Attorney

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COUNTY ADMINISTRATOR





OFFICE OF THE
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WOOD COUNTY JUDICIAL BUILDING
PARKERSBURG, WV 26101

MICHELE RUSEN
PROSECUTING ATTORNEY

TELEPHONE
(304) 424-1776

Wood County Commissioners
Wood County Courthouse
Parkersburg, WV 26101

Re: Office cleaning

Dear Commissioners:

This is to inform you that there are still problems with the cleaning of this Office. I am not sure who is now cleaning the office, but as you know, it is unacceptable for inmates to clean the Prosecutor's Office for security reasons that should be obvious.

I have pondered the question of a suitable alternative, and am very much aware of the struggle you have had in finding someone who will properly clean the county offices. I have a suggestion to make, at least with respect to my Office. I have found an individual who is willing to clean my office to my specifications at a cost of \$30.00 per week. This seems very reasonable to me. Then, all that would need to be done by maintenance is to take the trash out.

Would you consider this and advise me of the possibility of undertaking such an arrangement?

Very truly yours,

A handwritten signature in cursive script that reads "Michele Rusen".

Michele Rusen
Prosecuting Attorney

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JAN 19 1994
COUNTY ADMINISTRATOR