

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: MINUTES OF MEETING HELD  
MONDAY, AUGUST 14, 1995

PRESENT: JEAN GRAPES, PRESIDENT  
STEVEN A. GRIMM, COMMISSIONER  
HOLMES R. SHAVER, 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, upon a motion made by Steven A. Grimm, seconded by Holmes R. Shaver and made unanimous by Jean Grapes, approved minutes from Thursday, July 20, 1995 and Monday, July 24, 1995.

On this date, the County Commission approved Personal Property Improvers for Gloria Kay Evans - Lubeck District and John & Sara J. Wagoner - Union District.

At 10:00 A.M., the County Commission met with Dave Ashley and Steve Nicely from the Parkersburg/Wood County Visitors & Convention Bureau. Mr. Ashley told the County Commission that they have printed several new brochures, assisted with different projects and helped plan tours. Mr. Ashley presented a report giving more details of what they have done, as well as pamphlets that they have published. Copies are attached to these minutes.

At 1:45 P.M., the County Commission went to the 60th Anniversary of the Social Security Act at 936 Market Street.

On this date, the County Commission of Wood County was in receipt of the Notice of Redemption that pursuant to the provisions of that certain Trust Indenture, dated as of September 1, 1984, by and between the Counties of Berkeley, Brooke, Fayette, Hancock,

Harrison, Jackson, Jefferson, Marion, Marshall, Mason, Mercer, Monongalia, Morgan, Nicholas, Ohio, Raleigh, Randolph, Upshur, Wetzel, and Wood, and the City of Wheeling, West Virginia, Single Family Mortgage Revenue Bonds, 1984 Series A and One Valley Bank, National Association (formerly Kanawha Valley Bank, N.A.) under which the captioned bonds were issued, aggregating one million one hundred fifty-five thousand dollars (\$1,155,000.00), have been called for redemption on September 1, 1995 at par value plus interest to the date of redemption, from which time forward interest shall cease to accrue. The following bonds, all bearing cusip number 084112, have been called; bond CN9, 9.40%, due March 1, 1996, in the amount of twenty-five thousand dollars (\$25,000.00); Bond BZ3, 9.40%, due September 1, 1996, in the amount of twenty-five thousand dollars (\$25,000.00); Bond CP4, 9.60%, due March 1, 1997, in the amount of thirty thousand dollars (\$30,000.00); Bond CA7, 9.60%, due September 1, 1997, in the amount of thirty thousand dollars (\$30,000.00); Bond CQ2, 9.70%, due March 1, 1998, in the amount of thirty thousand dollars (\$30,000.00); Bond CB5, 9.70%, due September 1, 1998, in the amount of thirty thousand dollars (\$30,000.00); Bond CS8, 10.00%, due September 1, 2004, in the amount of one hundred ninety thousand dollars (\$190,000.00); Bond CT6, 10.125%, due September 1, 2010, in the amount of seven hundred ninety-five thousand dollars (\$795,000.00). Bonds should be presented and surrendered for redemption and payment at One Valley Bank, National Association; Corporate Trust Department; Post Office Box 1793; Charleston, West Virginia 25326 or Corporate Trust Department; Sixth Floor; One Valley

Square; Charleston, West Virginia 25301. All documentation pertaining to the said Single Family Mortgage Revenue Bonds, 1984 Series A is on file in the Office of the County Administrator. An Order was prepared regarding this matter.

On this date, the County Commission of Wood County, upon a motion made by Steven A. Grimm, seconded by Holmes R. Shaver and passed, did hereby AUTHORIZE Jean Grapes, in her official capacity as President and on behalf of the County Commission, to enter into a Contract Of Lease by and between the County Commission of Wood County, herein referred to as "Lessor", and the State of West Virginia, herein referred to as "Lessee". By execution of said Contract of Lease by the Secretary of the Department of Administration, hereby leases the premises for use by the Division of Veterans Affairs, herein referred to as "Tenant". Said Contract of Lease renews the lease for two rooms containing approximately five hundred twenty-nine (529) square feet, more or less, on the fourth floor of the Wood County Courthouse, No. 1 Court Square in the City of Parkersburg, County of Wood, West Virginia, to be used by Veteran's Affairs. Monthly rent will be in the amount of two hundred dollars (\$200.00), and the term of the said Lease will be for a twelve-month period beginning on October 1, 1995 and ending at midnight on September 30, 1996. An Order was prepared regarding this matter.

On this date, the County Commission of Wood County, was in receipt of a check in the amount of eight hundred seventy-one dollars and eighty cents (\$871.80) from the State of West Virginia in which

the amount of four hundred fifty-six dollars and 00/100ths (\$456.00) represents reimbursement to the County for expenses incurred during the months of May and June, 1995 in regard to the Drug Control and System Improvement Grant Number 94-DC-057. Receipt of said check is pursuant to an Order appearing in Order Book 56, at Page 282 and bearing the date of July 24, 1995 at which time the Requests for Reimbursement were signed by Jean Grapes, President of the Wood County Commission. All documentation pertaining to the said Drug Control and System Improvement Grant is on file in the Office of the County Administrator. An Order was prepared regarding this matter.

On this date, the County Commission of Wood County was in receipt of a check in the amount of eight hundred seventy-one dollars and eighty cents (\$871.80) from the State of West Virginia in which the amount of four hundred fifteen dollars and eighty cents (\$415.80) represents reimbursement to the County for expenses incurred during the month of June, 1995 in regard to the Drug Control and System Improvement Grant Number 94-DC-049. Receipt of said check is pursuant to an Order appearing in Order Book 56, at Page 279 and bearing the date of July 20, 1995 at which time the Request for Reimbursement was signed by Steven A. Grimm, President Pro Tem of the Wood County Commission. All documentation pertaining to the said Drug Control and System Improvement Grant is on file in the Office of the County Administrator. An Order was prepared regarding this matter.


On this date, the County Commission of Wood County, upon a motion made by Holmes R. Shaver, seconded by Steven A. Grimm and

passed, AUTHORIZED Jean Grapes in her official capacity as President and on behalf of the County Commission, to sign the Request for Reimbursement in regard to the Juvenile Justice and Delinquency Prevention Grant Number 94-JJ-3-004. Expenditures in the amount of one thousand four hundred eighty-seven dollars and fifty-four cents (\$1,487.54) were made during the month of July, 1995 for contractual services rendered by Russell Burch, Director of the C.A.S.A. (Court Appointed Special Advocate) Program, for travel expenses of the said Director and for materials purchased in regard to the said C.A.S.A. Program. 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. All documentation pertaining to the said Juvenile Justice and Delinquency Prevention Grant is on file in the Office of the County Administrator. An Order was prepared regarding this matter.

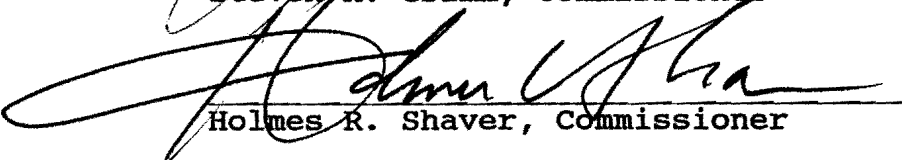
Having no further scheduled appointments or business to attend to, the County Commission adjourned after the Social Security Act presentation was over.

Approved:

THE COUNTY COMMISSION OF WOOD COUNTY

  
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Jean Grapes, President

  
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Steven A. Grimm, Commissioner

  
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Holmes R. Shaver, Commissioner

## PURCHASE ORDERS SIGNED ON AUGUST 14, 1995

No.	20165	Uncle Bob's	\$	2471.59
	20217	D.A.R.E. America		1454.29
	20272	Sam's Club		99.82
	20273	BSSI		237.50
	20285	Midwest Micro		1899.00
	20301	Parks Hardware		10.98
	20304	PAMS		35.61
	20305	Parkersburg Office Supply		3500.00
	20307	Parkersburg Office Supply		97.70
	20310	Lang's		450.00
	20311	General Glass		34.30

## **PARKERSBURG/WOOD COUNTY VISITORS & CONVENTION BUREAU**

### **Report to the Wood County Commission**

This has been a very active year for the Parkersburg/Wood County Visitors & Convention Bureau. We have printed several new brochures, assisted with several development projects and made several modifications in our administrative procedures to streamline our operations. We have aided several efforts to secure meetings and conferences for this area, helped plan tours of the area by several travel writers and placed advertisements in several trade and consumer publications.

It is very frustrating, but unfortunately most of the activities we undertake are not measurable and are not noticed or recognized by local business and community leaders. But, there are few statistics we can gather, and so far this year, the Bureau has . . .

- . . . responded to 5,673 inquiries for information on the area
- . . . received 2,498 calls on its toll-free information lines
- . . . distributed 218,510 brochures of its own and its members
- . . . sold 120 one-day and multi-day motor coach tours
- . . . serviced 27 meetings, conferences and other group functions
- . . . attended 7 out-of-state consumer travel shows

This year the Bureau was able to budget \$6,500 in direct advertising as part of a total advertising and marketing budget of \$43,750. With the financial assistance of Bureau members along with the Wood County Commission, City of Parkersburg, City of Williamstown and other cities and counties, we were able to raise \$33,775 in NEW local funds which were matched by \$33,775 in state funds through the Direct Advertising Grant program. As we promised, this \$67,550 will be used for extensive advertising campaigns this fall and next spring. The details of the fall campaign are attached.

The Bureau hopes to secure additional local funds so we can apply for another grant in 1996.

**PARKERSBURG/WOOD CO. VISITORS & CONVENTION BUREAU  
FALL ADVERTISING CAMPAIGN**

● **September:**

Travel Planner (Brochure) & Newspaper Ad (Fall Activities)

- Pittsburgh Post Gazette
- Cleveland Plain Dealer
- Columbus Dispatch
- Dayton Daily News
- Cincinnati Enquirer

Newspaper Ad (Fall Activities)

- Akron Beacon Journal

● **October:**

Fall Activities Ad

- Pittsburgh Magazine
- Ohio Magazine

Travel Planner (Brochure)

- Michigan Living

● **November:**

Expect The Unexpected Ad

- Mid Atlantic Country (Issue Includes Parkersburg Editorial)

Travel Planner (Brochure)

- Ohio Magazine
- Home & Away

● **February:**

- AAA Tourbook (Mid-Atlantic Edition)

**Budget: \$26,880**