

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: MINUTES OF MEETING HELD
THURSDAY, JANUARY 12, 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 passed, approved minutes from Thursday, January 5, 1995.

On this date, the County Commission approved a Personal Property Improper for Allan W. & Carol A. Rawson - Parkersburg District. The County Commission also approved Exonerations for Marjorie M. Nicely - City District; Ralph L. & Emily J. Matheny - Lubeck District and Highland Enterprises, Inc. - Lubeck District.

At 9:30 A.M., the County Commission met with Tiano-Knopp Associates, Grant Consultants for Wood County, to discuss the C.A.S.A. Program. The County Commission of Wood County, upon a motion made by Steven A. Grimm, seconded by Holmes R. Shaver and passed, authorized Jean Grapes, in her official capacity as President and on behalf of the County Commission, to enter into an Agreement by and between the County Commission of Wood County and J. Dianne Ries. The said J. Dianne Ries has been hired on a contractual basis as the part-time Director for the C.A.S.A. (Court Appointed Special Advocate) Program being funded through the State of West Virginia, Office of Military Affairs and Public Safety, Criminal Justice and Highway Safety Office, Charleston, West Virginia. The said part-time

C.A.S.A Director shall not exceed an average of twenty (20) hours per week on a monthly basis at the rate of twelve dollars (\$12.00) per hour. The term of said Agreement shall begin on January 1, 1995 and shall terminate on August 31, 1995 and may be terminated for just cause by either party upon thirty (30) days written notice given by one party to the other. The terms contained in said Agreement may be modified or amended at any time by mutual consent of the County Commission, the Contractor (J. Dianne Ries) and the Criminal Justice and Highway Safety Office. 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.

The County Commission of Wood County, upon a motion made by Steven A. Grimm, seconded by Holmes R. Shaver and passed, authorized Jean Grapes, in her official capacity as President and on behalf of the County Commission, to enter into a Letter of Understanding by and between the County Commission of Wood County and the Family Crisis Intervention Center. Since the County Commission is the grantee of funds from the State of West Virginia, Office of Military Affairs and Public Safety, Juvenile Justice and Delinquency Prevention Program, the said County Commission will hire a Director, on a part-time basis, to administer the C.A.S.A (Court Appointed Special Advocate) Program for Wood County. The said Director shall not exceed an average of twenty (20) hours per week on a monthly basis. The direct day-to-day supervision of the said C.A.S.A. Director will be performed by the Director of the Family Crisis Intervention Center

due to the Director's expertise, education background, knowledge and experience and since office space is being provided by the Family Crisis Intervention Center. The term of the said Letter of Understanding shall begin on January 1, 1995 and shall terminate on August 31, 1995. The terms contained in the said Letter of Understanding may be modified or amended at any time by mutual consent, in writing, and signed by the County Commission, the Family Crisis Intervention Center and the Criminal Justice and Highway Safety Office; and, further, may be terminated for just cause by either party upon thirty (30) days written notice given by one party to the other. All documentation pertaining to the said Juvenile Justice and Delinquency Prevention Program 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, authorized Jean Grapes, in her official capacity as President and on behalf of the County Commission, to sign the letter addressed to the Criminal Justice and Highway Safety Office, Charleston, West Virginia, in regard to the Juvenile Justice and Delinquency Prevention Grant Number 94-JJ-3-004. The said letter requests that the grant project be extended until December 31, 1995 to enable the C.A.S.A. (Court Appointed Special Advocate) Program to have a full twelve (12) months to get developed, to recruit and to train volunteers, and to begin working with abuse and neglect cases in the Wood County Court System. The said letter further requests that the

Director of the Family Crisis Intervention Center be named the Project Director since the said Director has been involved with the concept of the C.A.S.A Program and is aware of how the Program should be operated. 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.

At 10:00 A.M., the County Commission held a hearing in regard to the Thelma W. Phelps estate. Jean Phelps, Executrix of the estate and Richard M. Adams, Jr. A.V.P. and Trust Counsel of United National Bank were present and petitioned for approval to allow Jean Phelps to resign as Executrix and to appoint United National Bank as Administrator D.B.N. After hearing testimony, the County Commission, upon a motion duly made, seconded and passed, authorized Jean Grapes, as President of the County Commission to sign the Order allowing Jean Phelps to resign and further appointed United National Bank as Administrator D.B.N. without bond. An Order was prepared regarding this matter.

At 10:30 A.M., the County Commission held a hearing in regard to the Donald Buchanan estate. Madeline Boyce was present and has filed and recorded an appraisement of said estate and has caused a Final Report to be made, of which the following claims have been filed: General Anesthesia Services, Inc. - \$165.42; Parkersburg Cardiology Associates, Inc. - \$953.58; WesBanco Bank of Parkersburg - \$237.55 and Department of Health and Human Resources - \$400.00. It appearing to this Commission that said claims were timely filed,

and further appearing that there are no assets in said estate to pay said claims, they are hereby disallowed. It is further Ordered by the County Commission that Madeline Boyce, Administratrix be, and is hereby discharged from her duties and the surety on her bond, be and is hereby released.

On this date, the County Commission of Wood County, upon a motion made by Steven A. Grimm, seconded by Holmes R. Shaver 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 Highway Traffic Grant Number AI94-07. Expenditures in the amount of one thousand three hundred fifty-three dollars and six cents (\$1,353.06) were made by the County during the month of December, 1994 which represents payment of allowable materials purchased and for overtime compensation for Deputies of the Wood County Sheriff's Department that participated in the Sobriety Checkpoints held in Wood County during the month of December, 1994. 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, West Virginia. All documentation pertaining to the said Highway Traffic Grant is on file in the Office of the County Administrator. An Order was prepared regarding this matter.

On this date, the County Commission was in receipt of a Citizen Complaint Form in regard to the Hopewell Water Project. Said complaint was from Larry E. Wright, Route 3, Box 149, Washington, WV. The County Commission was also in receipt of a request from the

Hopewell Hill residents. Said request was for information from the Lubeck Public Service District and/or the Regional Council. A copy of the requests and a copy of a statement sheet is attached to these minutes and should be made a part thereof.

On this date, and pursuant to an Order appearing in Order Book 51, at Page 433 and bearing the date of April 1, 1991, dealing with the procedure policy for appointments to Boards and Authorities, the County Commission of Wood County, upon a motion duly made, seconded and passed, placed Marlin Sams in nomination to fill a vacancy on the Wood County Planning Commission. The vacancy is due to the fact that Charles Peck, who was reappointed December 27, 1994, no longer wishes to serve on the said Commission. An Order was prepared regarding this matter.

On this date, and pursuant to an Order appearing in Order Book 51, at Page 433 and bearing the date of April 1, 1991, dealing with the procedure policy for appointments to Boards and Authorities, the County Commission of Wood County, upon a motion duly made, seconded and passed, appointed Velma L. Looney to the Wood County Planning Commission. Ms. Looney was placed in nomination by the County Commission on January 5, 1995. Ms. Looney's term will expire on December 31, 1997. An Order was prepared regarding this matter.

On this date, the County Commission of Wood County was in receipt of a letter giving approval to the request of the County Commission to create a separate line item for tap fees and audits in regard to the Fiscal Year 1990 Small Cities Block Grant Number B90-DC-54-0001, being monies allocated to the Walker/Kites Run Water

Extension project through the Claywood Park Public Service District. The total amount of monies for the said Project is not adjusted since all construction has been completed and a Final Performance Report has been submitted to the West Virginia Development Office, Charleston, West Virginia. The said Small Cities Block Grant is being administered by the Mid-Ohio Valley Regional Council on behalf of the County Commission pursuant to an Intergovernmental Agreement entered into by both parties. Receipt of said approval is pursuant to an Order appearing in Order Book 56, at Page 141 and bearing the date of December 22, 1994. All documentation pertaining to the said Small Cities Block 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 the Review of Assets from United National Bank, Parkersburg, West Virginia, for the Revenue Fund and the Repair Fund in regard to the Wood County, West Virginia Industrial Development Revenue Bonds, 1980, Series A (Kroger Company Project). The said Review of Assets is for the period of October 1, 1994 through December 31, 1994. All documentation pertaining to the said Industrial Development Revenue Bonds 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 the Statements of Assets from Commercial Banking & Trust Company, Parkersburg, WV, for the Depreciation Reserve Fund, the Debt Service Reserve Account Fund, the Service Investment Account Fund and the Debt Service Account Fund in regard to the St. Joseph's Hospital

Wood County Building Commission Revenue Bond Series 1984. The said Statements of Assets are for the period ending December 31, 1994. All documentation pertaining to the said Revenue Bonds Series 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 the Statement of Assets from Commercial Banking & Trust Company, Parkersburg, West Virginia, for the Debt Service Reserve Fund and the Debt Service Fund in regard to the St. Joseph's Hospital, Wood County Building Commission Revenue Bond Series 1990. The said Statements of Assets are for the period ending December 31, 1994. All documentation pertaining to the said Revenue Bond Series 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 the Review of Assets from United National Bank, Parkersburg, West Virginia, for the Fund 3 and 9, the Deposit Fund, the Reserve Account Fund and the Trustee Expense Fund in regard to the Wood County Building Commission (Wood County Courthouse Annex Project) 1983 Series Bond Issue. The said Review of Assets is for the period of October 1, 1994 through December 31, 1994. All documentation pertaining to the said Building Commission Bond Issue 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 Jean Grapes and passed,

gave approval and authorization to make payment to Erie Insurance Company, Erie, Pennsylvania, in the amount of seven hundred eighteen dollars (\$718.00) in regard to Policy Number Q85 7350011 W. Said Policy provides coverage for the eight (8) elected officials of Wood County as set forth in the Coverage Schedule. 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 made unanimous by Jean Grapes, AWARDED the bid for the purchase of Nixalite Bird Control to Nixalite of America, Inc., East Moline, Illinois. The awarding of said bid in the amount of six thousand eight hundred thirty-one dollars and ninety cents (\$6,831.90) is pursuant to an Order appearing in Order Book 56, at Page 142 and bearing the date of December 29, 1994 at which time the bid was taken under advisement upon a motion duly made, seconded and passed. All documentation in regard to the said bid for bird control 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 at 12:00 Noon.

Approved:

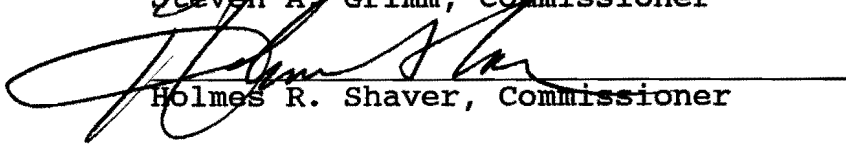
THE COUNTY COMMISSION OF WOOD COUNTY



 Jean Grapes, President



 Steven A. Grimm, Commissioner



 Holmes R. Shaver, Commissioner

PURCHASE ORDERS SIGNED ON JANUARY 12, 1995

No.	19461	Bernhardt's Uniforms	\$	367.70
	19511	Stuart Oil Company		3355.35
	19521	BI Incorporated		34.92
	19549	Sam's Club		261.85
	19556	CWS		65.00
	19583	Parkersburg Office Supply		20.03
	19584	Parkersburg Office Supply		116.14
	19591	Lowe's Home Centers		218.35
	19606	Broadwaters Motorcar		14.25
	19607	United States Postal Service		104.00
	19608	Parkersburg Office Supply		28.13
	19609	Quorum Corporation		285.00

Hopewell Hill, Missouri Run & Hope Hill Road
Water Project

The Hopewell Hill residents are requesting the following information from the Lubeck Water Commission and /or the Wood County Regional Council.

- I. The cost estimates for the Hopewell Hill/Missouri Run & Hope Hill Road Water Project.
 - A. A break down of labor costs for the entire project.
 - B. A break down of material costs for the entire project.
 - C. A itemized list of materials needed for the entire project.
 - D. A complete copy of the all engineering estimate reports done on entire project including those done by Burgess & Nipples.
 - E. A break down of administration costs on the entire project.
 - F. A break down of all the costs pertaining to the Hopewell Hill portion of the project.
 - G. A break down of all the costs pertaining to the Missouri Run & Hope Hill Road portion of the project.
- II. An itemized copy (including materials and labor) of the last three completed water projects in Wood County.
- III. Copies of all grant and loan applications for the entire project.
- IV. A copy of the approved grant and loan.
- V. Copies of maps of both areas of the project.
- VI. Actual line footage needed for Hopewell Hill portion; also, for Missouri Run/Hope Hill portion.
- VII. Copy of itemized statement of money appropriated for Missouri Run/ Hope Hill and Hopewell Rt 68 projects as a combined project. (Including accumulated interest and itemized list of expenditures)
- VIII. Copy of itemized statement of money appropriated for Missouri Run/Hope Hill project as stand alone project. (Including accumulated interest and itemized list of expenditures)
- IX. Copy of itemized statement of money appropriated for Hopewell Rt 68 project as stand alone project. (Including accumulated interest and itemized list of expenditures)

LMH/HOPEWELL WATER PROJECT

- o The LMH/Hopewell water project was funded by Governor Caperton in September of 1992.
- o The total project was estimated to be \$570,000 (\$530,000 Small Cities Block Grant, \$40,000 customer contributions).
- o On February 14, 1994, a group of citizens attended the Wood County Commission meeting and stated that they were included in the survey but apparently would not receive water.
- o A review of the files indicated that the customers in question were included in the survey but would not receive water.
- o A closer review by the engineer indicated that the total project cost for the LMH side was \$500,000 and \$1.2 million for the Hopewell side (originally estimated at \$283,850 and \$247,250 respectively based on figures provided by Lubeck PSD in the spring of 1992).
- o A Farmer's Home Administration income survey was conducted for the Hopewell end and it is FmHA grant and loan eligible.
- o The Hopewell project would still be \$400,000 short of adequate funds assuming a \$430,000 commitment from FmHA in grant and loan funds and an increase in the SCBG award from \$530,000 to \$750,000 (figures based upon likely maximum grant and loan amounts).
- o Since the LMH portion has been waiting longer for water and engineering is basically complete, the Lubeck PSD is recommending that the Wood County Commission change the scope of the grant and proceed with the LMH portion at a funding level of \$400,000 SCBG and a \$100,000 taken out by Lubeck PSD.
- o The Lubeck PSD is currently filing a WV Infrastructure Council application for the Hopewell side of the project.
- o The Hopewell project should be a stand alone project since approximately \$965,000 in grant funds are needed to make financially feasible.
- o The amount of grant funds needed will decrease if the Infrastructure Council can make a loan at lower than anticipated interest rates.

\$11,000 / customer

WOOD COUNTY COMMISSION
SMALL CITIES BLOCK GRANT PROGRAM
CITIZEN COMPLAINT FORM

Hopewell Water Project (F.e.I.N. 55-6000-417)

SECTION I

Name of Complainant: Larry Wright

Address: Rt 3 Box 149

Washington, WV 26181

Telephone # 863-6269

Brief Description of Complaint or Problem:

Unfair treatment - Being Divorced
from Grant Money


Signature

SECTION II

A. Finding:

B. Method (Steps) of Resolution:

C. Disposition

Copy II

WOOD COUNTY COMMISSION
SMALL CITIES BLOCK GRANT PROGRAM
CITIZEN COMPLAINT FORM

Hopewell Water Project (F, e, I, N, 55-6000-417)

SECTION I

Name of Complainant: Larry Wright

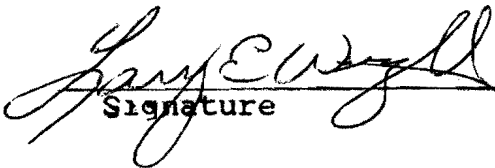
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Washington, WV 26181

Telephone # 863-6269

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