

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: MINUTES OF MEETING HELD
MONDAY, NOVEMBER 18, 1996

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

At 8:30 A.M. the County Commission of Wood County met in Special Session, sitting Ex-Officio as the Board of Canvassers. A copy of the Court Order Book Page 587 is attached to these minutes and reflects the Orders that the Board of Canvassers approved. The Board of Canvassers adjourned at 3:15 P.M. which started the forty-eight hour waiting period for certifying the results.

On this date, the County Commission met with Rae Browne and Eugene Donaway from the Sumnerite Association. Ms. Browne and Mr. Donaway requested \$5,000.00 annually for maintenance on their building. A copy of their letter of request is attached to these minutes.

The County Commission met to discuss the E-911 for the County. A list of those in attendance is attached to these minutes.

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, November 7, 1996.

On this date, the County Commission, upon a motion made, seconded and passed, approved the request of Judge Jeffrey Reed in regard to storage space for the Magistrate and Circuit Court Clerks. A copy of said request is attached to these minutes.

On this date, the County Commission of Wood County, upon a motion made by Holmes R. Shaver, seconded by Steven A. Grimm and passed, did hereby AUTHORIZE 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 Drug Control and System Improvement Grant Number 96-DC-018, Drug Abuse Resistance Education (D.A.R.E.) Program. Expenditures in the amount of six hundred two dollars and ninety-eight cents (\$602.98) were made by the County during the month of October, 1996 which represents overtime compensation, including benefits, for Sgt. Donald G. Balog and Deputy Carl VanClief who have been assigned as the officers to work the D.A.R.E. Program for Wood County. However the Request for Reimbursement is in the amount of five hundred forty-two dollars and sixty-eight cents (\$542.68) since there is a ten percent (10%) stipulation in the said Grant that requires the said percentage from the County as matching funds. In addition to the Request for the Reimbursement, the Monthly Progress Report and the Project Financial Report are being submitted to the Criminal Justice and Highway Safety Division, Charleston, West Virginia. 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, did hereby AUTHORIZE 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 Victims of Crime Act Assistance Program Grant Number 96-VA-006. Expenditures in the amount of one thousand two hundred twenty-five dollars and thirty-

three cents (\$1,225.33) were made by the County during the month of October, 1996 which represents payment for contractual services provided by Diana Walker, Victims Advocate, who is working through the Office of the Wood County Prosecuting Attorney. The amount of two thousand six hundred eighty-five dollars and forty-eight cents (\$2,685.48) was used as the in-kind match for the month of October, 1996 as set forth in the aforementioned Grant. In addition to the Request for Reimbursement, the Monthly Progress Report, the Monthly Statistics Report and the Project Financial Report are being submitted to the Criminal Justice and Highway Safety Division, Charleston, West Virginia. All documentation pertaining to the said Victims of Crime Act Assistance Program 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, did hereby AUTHORIZE 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 Division, Charleston, West Virginia, in which is requested a time extension and a budget revision in regard to the Juvenile Justice and Prevention Grant Number 95-JJ-5-011. In such letter, the County Commission is requesting that the term of the said Grant be extended to June 30, 1997 instead of expiring on August 31, 1996. The said letter further requests that the amount of six thousand eight hundred forty-four dollars and forty-seven cents (\$6,844.47) be transferred to the

"Other" Category and be utilized for the purchase of miscellaneous office supplies, items necessary in operating a computer program and to provide educational tutoring through the Sylvan Learning Center for five (5) youth who are returning to the community from an out-of-home placement. An additional amount, remaining in the aforementioned Grant, eighteen hundred dollars and 00/100ths cents (\$1,800.00) is being proposed to be used for the purchase of a personal computer, monitor and keyboard for the Youth Transition Case Manager. 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.

On this date, the County Commission of Wood County, upon a motion made by Holmes R. Shaver, seconded by Steven A. Grimm and passed, did hereby AUTHORIZE 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 95-JJ-5-011. This is the second time the said Request for Reimbursement is being submitted due to the fact that the first Request for Reimbursement was apparently misplaced or lost. Expenditures in the amount of five hundred seventy-seven dollars and fifty cents (\$577.50) were made by the County during the month of July, 1996 which represents payment for contractual services provided by Rose S. Bowen, who is working under the supervision of the Wood County Juvenile Probation Office. In addition to the Request for Reimbursement, the Monthly Recap Report and the Financial Recap Report are being submitted to the Criminal

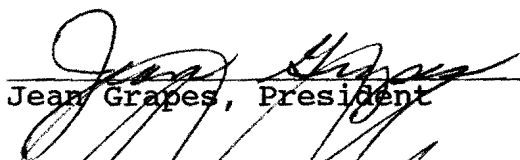
Justice and Highway Safety Division, Charleston, West Virginia.

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, the County Commission adjourned at 4:00 P.M.

Approved:

THE COUNTY COMMISSION OF WOOD COUNTY


Jean Grapes, President


Steven A. Grimm, Commissioner


Holmes R. Shaver, Commissioner

PURCHASE ORDERS SIGNED ON NOVEMBER 18, 1996

No.	21497	Fuller's Wholesale Electronics	\$1,061.00
	21594	Bob Barker Company	1,141.89
	21659	Parkersburg Office Supply	28.95
	21662	Wal-Mart	18.61
	21669	Carrot-Top Industries, Inc.	185.00
	21676	Mahone Tire Service	82.30
	21683	Broadwaters Motorcar	2,357.39
	21684	Dataco Derex	71.00
	21693	Vienna Cleaners	226.85
	21694	Broadwaters Motorcar	147.46
	21695	Wal-Mart	114.52
	21698	Parkersburg Office Supply	290.75
	21699	Mahone Tire Service	78.26
	21700	Mahone Tire Service	24.00
	21701	Broadwaters Motorcar	66.38
	21702	Miller Communications	104.80
	21704	Miller Communications	75.75
	21705	Kramer's Photo Supply	5.90
	21708	Wolfe Camper Sales	21.40
	21709	Broadwaters Motorcar	7.11

21710	Simplex Time Recorder	90.50
21717	Advanced Alarm Technologies	150.00
21718	K-Mart	76.83
21720	Lowe's Home Centers	399.00
21721	Bowhunters Supply	20.00

To listen to these minutes, refer to Tape #13.

November 18, 1996

Charlie Meyer
Rick Modesitt
Ken Meredith
Daniel P. Goodwin
Thomas A. Hunt
Mel B. Smith
Mark St. Clair
Sgt. W. L. Reichenwald
Sgt. Ed Atkins
Lt. Kenneth W. Cline
Ken Ruffle
Ken Harris
Judy Peterso
Herbert Galland
Victor Patterson

County E911 Committee
Chief of Police/Parkersburg-
Wood Co. Sheriff
Vienna Vol. Fire Dept.
Parkersburg Police Dept.
City of Parkersburg
Wood Co. Emerg. Serv.
WV State Police
WV State Police
East Wood Fire Dept.
WOOD CO. EMERGENCY COMMUNICATIONS
WOOD CO EMER SERV (COMMUNICATIONS)
WOOD CO EMER SERV (COMM.)
POND CREEK VFD
Deerwalk VFD



STATE OF WEST VIRGINIA
FOURTH JUDICIAL CIRCUIT
WOOD COUNTY JUDICIAL BUILDING
#2 GOVERNMENT SQUARE, SUITE 221
PARKERSBURG, WV 26101

JEFFREY B. REED, JUDGE
(304) 424-1721

WOOD & WIRT
COUNTIES

MEMORANDUM

TO: Jean Grapes, President, Wood County Commission
Steven Grimm, Commissioner, Wood County Commission
Holmes "Butch" Shaver, Commissioner, Wood County Commission

FROM: Jeffrey B. Reed, Chief Judge

A handwritten signature in dark ink, appearing to be "JBR", is written over the name "Jeffrey B. Reed".

DATE: November 18, 1996

RE: Storage Space

This is to advise you on the result of the meeting held on Friday, November 15, 1996 between myself, Jack Buckley, Elsie Smith, Carole Jones and Charlie Johnson. After meeting at the Sheriff Department's storage building, discussing how it could be modified, reviewing the storage space and capabilities at the Magistrate Court building, and discussing the current needs of both Elsie and Carole, we would suggest the following as a short term solution to the storage needs of both the Magistrate and Circuit Court Clerks:

1. Move the Fire Investigation Team's office out of the Magistrate Court building. Charlie indicated that since the FIT works closely with law enforcement that they usually work out of the Sheriff Department's detective bureau. Certainly if the FIT has an objection to this move, then this would have to be further discussed. Also, if this move does not work out, then once the new building is completed, the FIT could be given space for an office in the Magistrate Court building again.

2. Move the office occupied by the Prosecutor's Office into the office

Memorandum
November 18, 1996
Page Two

vacated by the FIT.

3. Use the current entrance to the current office occupied by the Prosecutor's Office as the new door to the storage area of the Circuit Clerk. This would entail some remodeling by maintenance, work that Jack indicated would not be difficult or expensive.

4. The area behind Magistrate Plum's office and to the side of the current storage area for the Magistrate Court Clerk will be remodeled for storage space for the Magistrate Court Clerk. This again will take some minor remodeling which Jack indicated could be done fairly quickly and would not be difficult or expensive. Given current levels of court activity, Elsie believes that this space will be sufficient for at least the next six to nine months.

5. The material that is currently being stored in the area to be remodeled for use by the Magistrate Court Clerk can be relocated to the Sheriff's storage building.

It is my understanding that except for perhaps expanding an evidence locker area (which can be done without any rearranging of the existing storage space), that the Circuit Clerk's Office does not need any additional storage area for the next six to nine month period.

It appears that this remodeling plan can be completed quickly, will be sufficient to meet the needs of the Magistrate and Circuit Court Clerks, can be accomplished using the county's maintenance crew, and will mostly likely be less expensive than remodeling the Sheriff's storage building.

I would ask that if anyone attending our meeting on Friday believes that I have misstated these plans, to please let me know immediately so that they can be corrected. Absent any objection, I would ask the County Commission to authorize this plan authorizing Jack to remodel the area for the Magistrate Court Clerk to meet the needs of the Clerk, within reason.

Memorandum
November 18, 1996
Page Three

I would further like to express my thanks to everyone that has been involved in this matter - especially to the County Commission for acknowledging the need for this additional storage space and taking the necessary action to make sure the storage needs are met.

I am also, by copy of this Memo, requesting that the Magistrate and Circuit Clerk begin to prepare a long term storage needs plan. What I am contemplating is an estimation of the amount of storage space that will be needed in 5 years, 10 years and 20 years. This should, of course, take into consideration any advances in technology that might reasonably be expected. This information can then be provided to the County Commission to assist them in determining the type and size of a building to erect. I am also requesting that the County Commission discuss with the Court and the Clerks the projected needs for storage so that when the building is built it will adequately serve the needs of the County.

JBR/py

xc: Elsie Smith, Magistrate Court Clerk
Carole Jones, Circuit Clerk
Charlie Johnson, Chief Deputy
Jack Buckley, Maintenance

Sumnerite Association, Inc.

P.O. Box 4426
Parkersburg, WV 26104

President, Toni Oliver

November 18, 1996

Wood County Commissioners
Wood County Courthouse
Parkersburg, W.Va. 26101

Friends of Sumnerites:

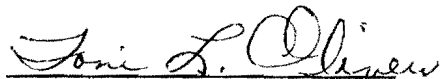
We are two months into the second year of operating our "Learning Center" at the Sumnerite Museum and Community Center. We offer free "one-on-one" tutoring to all students (Kindergarten through 12 Grades) requesting it. Our tutors are volunteers from WVU-P, DuPont, G.E. Plastics, Public Dept., State Employers and retired Sumnerites. Their expertise enables us to assist twenty four students in everything from Kindergarten "shapes" to high school "calculus". We have ten High School students on our waiting list.

We have been struggling on a month to month basis since 1988. Our monthly expenses averages \$600.00. We have had fund raisers and rent the community room out to various organizations but the receipts from these activities just do not seem to be enough to meet our financial obligations.

We respectfully request you to consider us for an annual grant of \$5,000.00 for Sumnerite maintenance so that incidental donations and dues can be used to up-grade our building to codes and our kitchen to standards for use.

Thank you for any consideration you can afford us.

Respectfully,



Toni L Oliver, President



Rae Browne, Project Director

Board of Directors

Officers:

Chairman, Toni Oliver
Secretary, Fran Davis
Treasurer, Alyce Spriggs

Members:

Patricia Bannister
Barley Barber
Browne
Daniels
Donaway
M. Kanney
Rice
Smith
Thornton

Sumnerite Monthly Expenses

Gas (Budget)	\$300.00
Water	88.00
Fire Fee	37.00 (221.54 6 mos.)
Electric	45.00
Telephone	60.00
Trash Removal	25.00
Grounds Maint.	<u>50.00</u> (\$250.00 Grass & Snow)
	\$605.00

ORDERS-Wood County Commission, West Virginia

00

OCTOBER

Term,

MONDAY, NOVEMBER 18, 1996

FIFTEENTH Day

NOVEMBER 19 96

CASIO & HARRIS INC., SPENCER, W. VA. NO. ORDER NO. 95648-94

At a Regular Session of the County Commission, continued and held for the County of Wood, at the Courthouse thereof, Monday, November 18, 1996, and sitting Ex-Officio as a Board of Canvassers, Present, Jean Grapes, President of said Commission, and Steven A. Grimm and Holmes R. Shaver, Commissioners.

The orders and proceedings of the previous sessions of this Commission, held on Thursday, November 14, 1996, and Friday, November 15, 1996, were read before the Commission, approved and ordered signed.

IN RE: GENERAL ELECTION--NOVEMBER 5, 1996--CERTIFICATION OF VOTERECORDING DEVICES.

This day, Jamie Six, Clerk of the County Commission, and in accordance with 3-4A-12 and 13 of the West Virginia Code, presented to the County Commission the Certification of Vote Recording Devices per each precinct and same was inspected and were prepared in accordance with the Code. Said Certification of Vote Recording Devices was accepted by this Commission, and ordered to be spread upon the records of this Commission in its entirety.

(SEE PHOTOSTAT PAGES IN BOOK 44N, PAGE 13 FOR COPY OF CERTIFICATION OF VOTE RECORDING DEVICES IN ITS ENTIRETY)

IN RE: GENERAL ELECTION--NOVEMBER 5, 1996--AMOUNT OF VOTOMATICS TO BE SENT TO EACH PRECINCT.

This day, Jamie Six, Clerk of the County Commission, in an accordance with Article 3-4A-13 of the West Virginia Code, as required, presented to the County Commission, a list of the Amount of Votomatics to be sent to each Precinct, and acknowledged that same were inspected and found to meet the requirements of the Code. It is hereby ordered by this Commission that the list of the amount of Votomatics to be sent to each precinct be spread upon the records of this Commission in its entirety. (Jean Grapes, President of said Commission was present, but due to being a candidate in said Election, did not participate in this approval.)

(SEE PHOTOSTAT BOOK 44 N, PAGE 14, FOR COPY OF VOTOMATICS SENT TO EACH PRECINCT IN ITS ENTIRETY)

IN RE: GENERAL ELECTION--NOVEMBER 5, 1996--REPLACEMENT LIST OF POLL WORKERS.

This day, Jamie Six, Clerk of the County Commission, submitted a list of Replacement Poll Workers that worked in the Primary Election held in the County of Wood on the 5th day of November, 1996, and the said list of replacement poll workers were approved by this Commission as submitted. Said list of replacement poll workers is hereby ordered to be spread upon the records of this Commission in its entirety. (Jean Grapes, President of said Commission, did not participate in this approval of replacement poll workers, due to being a candidate in said Election.

(SEE PHOTOSTAT BOOK 44N, PAGE 15, FOR COPY OF REPLACEMENT WORKERS IN ITS ENTIRETY)

IN RE: GENERAL ELECTION--NOVEMBER 5, 1996--BALLOT CARDS COUNTED MANUALLY AS REQUIRED BY 3-4A-28 WEST VIRGINIA CODE.

In accordance with Chapter 3, Article 4A, Section 28 of the West Virginia Code, as amended, the following Precincts have been chosen by random and completed, and found to be free from error within the 1% difference of the tabulation count, held on Election night, November 5, 1996. This certified the five (5%) hand count of the General Election held on November 5, 1996, meets all requirements as required by the West Virginia Code. The Precincts counted were Delegate District #8, Precinct #49, Delegate District #9, Precinct #57A, and Delegate District #10, Precincts #15, 74B, and 71. The County Commission, comprised of Steven A. Grimm, Holmes R. Shaver, and Jean Grapes, approved said list of Ballot Cards counted Manually, and ordered that the same be spread upon the records of this Commission in its entirety.

(SEE PHOTOSTAT PAGES IN BOOK 44N, PAGE 16 FOR COPY OF SAID HAND COUNT IN ITS ENTIRETY)

IN RE: CANVASS OF THE GENERAL ELECTION--NOVEMBER 5, 1996. (FOURTH AND FINAL DAY)

Pursuant to an Order made and entered on the 15th day of November, 1996, and appears in Order Book No. 56, at Page 580, the County Commission, comprised of Jean Grapes, President of said Commission, and Steven A. Grimm and Holmes R. Shaver, Commissioners, met Ex-Officio as a Board of Canvassers, to canvass and ascertain the results of the General Election, held on the 5th day of November, 1996. Present also was, Jamie Six, Clerk of the County Commission, Amanda Brittan, Tracy Busch, Ellen Pickens, Cathy Place, Darlene Samuels, Brian Thompson, and Shelly Hawkins, Temporary Deputy Clerk's, and Joy Jobes and Melody Woollard, Deputy Clerks.

The ballots, pole books, tally sheets and certification of the various voting places were placed before the Board of Canvassers, Jean Grapes, Steven A. Grimm, and Holmes R. Shaver, members of the County Commission, sitting Ex-Officio as a Board of Canvassers, at 8:30 o'clock A. M., and after getting set up for said Canvass, proceeded to canvass the results of said Election, officially starting the Canvass, at 8:35 o'clock A. M. and

It appearing to this Commission, that the several challenged ballots, in the various precincts, were properly made, and the challenges either over-ruled or sustained; and other changes in the tabulation of the votes were altered; and

The Canvass having been completed, as required by law, and all tabulation of the results of the Canvass having been completed, and there being no contests pending in said General Election, the Commission, as a Board of Canvassers, does now declare the Canvass closed and the Clerk is directed to certify all the results of said Election to the Secretary of State, Charleston, West Virginia, and to issue CERTIFICATES OF ELECTION to persons receiving the highest number of votes for the OFFICES for which the Election was held. The Canvassing Board adjourned at 3:15 o'clock P. M., to reconvene in regular session, Thursday, November 21, 1996, at 9:00 o'clock A. M., to Certify the Results of the said General Election.

(SEE GENERAL ELECTION BOOK #4 FOR RESULTS OF GENERAL ELECTION IN ITS ENTIRETY)

IN RE: THE COUNTY COMMISSION AUTHORIZED JEAN GRAPES, AS PRESIDENT, TO SIGN THE LETTER ADDRESSED TO THE CRIMINAL JUSTICE AND HIGHWAY SAFETY DIVISION, CHARLESTON, WV, IN WHICH IS REQUESTED A TIME EXTENSION AND A BUDGET REVISION IN REGARD TO THE JUVENILE JUSTICE AND PREVENTION GRANT NUMBER 95-JJ-5-011.

ORDER

On this date, the County Commission of Wood County, upon a motion made by Holmes R. Shaver, seconded by Steven A. Grimm and passed, did hereby AUTHORIZE 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 Division, Charleston, West Virginia, in which is requested a time extension and a budget revision in regard to the Juvenile Justice and Prevention Grant Number 95-JJ-5-011. In such letter, the County Commission is requesting that the term of the said Grant be extended to June 30, 1997 instead of expiring on August 31, 1996. The said letter further requests that the amount of six thousand eight hundred forty-four dollars and forty-seven cents (\$6,844.47) be transferred to the "Other" Category and be utilized for the purchase of miscellaneous office supplies, items necessary in operating a computer program and to provide educational tutoring through the Sylvan Learning Center for five (5) youth who are returning to the community from an out-of-home placement. An additional amount, remaining in the aforementioned Grant, eighteen hundred dollars and 00/100ths cents (\$1,800.00) is being proposed to be used for the purchase of a personal computer, monitor and keyboard for the Youth Transition Case Manager.

All documentation pertaining to the said Juvenile Justice and Delinquency Prevention Grant is on file in the Office of the County Administrator.

Approved:

THE COUNTY COMMISSION OF WOOD COUNTY

s/ Jean Grapes

Jean Grapes, President

s/ Steven A. Grimm

Steven A. Grimm, Commissioner