

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: MINUTES OF MEETING HELD
THURSDAY, MARCH 6, 1997

PRESENT: HOLMES R. SHAVER, PRESIDENT
DAVID A. COUCH, COMMISSIONER
ROBERT K. TEBAY, COMMISSIONER

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

The County Commission approved the following Erroneous Assessment Applications for Real Property: Deborah Truman, Lubeck District (1996) and Phillip M. & Daniel Eugene Clevenger, Lubeck District (1996).

The County Commission approved the following Erroneous Assessment Applications for Personal Property: Dennis & Lisa Cowger, Vienna District (1995); Butches Meat Market, City District (1995); James E. Myers, City District (1995); OSI Specialties, Inc., Tygart District (1996); Dale E. Wigal, Steele District (1995); Donald E. Smith, City District (1996); Marshall R. Archer, Lubeck District (1995); Jodi L. Galloway, Parkersburg District (1995); Robert L. & Mary G. Scott, Slate District (1996); and Willa J. McCloy, City District (1996).

At 9:15 A.M., the County Commission met with Steve Nicely, Dave Ashley, Sam Winans and Dwight Marty from the Visitors and Convention Bureau. Mr. Nicely presented the Convention Bureau's audit which was prepared by Harman, Thompson, Mallory and Ice. The group also discussed the proposed civic center. Mr. Ashley stated that the convention center will bring new money and new people that they

cannot currently accommodate now. They have received letters of support for the center.

At 9:30 A.M., the Board met with Mark Whitley to discuss a housing consortium. Also in attendance was Harry Lee, Housing Director for the City of Parkersburg, Toni Tiano, Grant Coordinator for Neighbor Helping Neighbor and Beth McNally, Community Resources, Inc. After discussion, the County Commission stated that they would recommend a couple of names to work with the City and the above mentioned names on said consortium.

At 10:00 A.M., the Board met with Charlie Meyers and others firefighters to request an increase of \$5,000.00 in funding for each of the ten volunteer fire departments. Discussion took place. A copy of the request is on file in the Office of the County Administrator. Commissioner Shaver suggested giving the Wood County Firefighters a lump sum and letting them decide which department needs what. The County Commission informed the group that they will be looking at the budget soon.

At 10:30 A.M., the Board met with Glenn Neal to discuss the Gerald Shafer property. Mr. Neal stated that the City of Vienna is going to oppose the proposed use of the road Mr. Shafer is wanting to use; he suggests that the County Commission do nothing until they see what the City of Vienna is going to do. Commissioner Tebay stated that they should tell him that if he cuts a right of way through the lot, go ahead and do it and then see if there are any objections from the neighbors. Mr. Neal stated that is just for the lot; then at the point that he has access to the alley, he can come

back and reapply with the Commission to reconsider the decision. The Commission should still wait and see what the City is going to do.

At 11:00 A.M., the Board met with Jerry Dotson, Manager of Union Williams PSD to discuss a project to extend water to areas that currently have no water. Mr. Dotson is wanting to try to get Small City Block Grant funds.

At 11:30 A.M., the County Commission of Wood County, upon a motion made by David A. Couch, seconded by Robert K. Tebay and made unanimous by Holmes R. Shaver, adopted a Resolution in regard to the construction of the Missouri Run, Hope Hill and Hopewell water project. The Lubeck Public Service District (subgrantee) conducted bid openings on February 12, 1997 for said project and after review would like to award the contracts to the following low bidders: Contract 96-1 to Yeneka Construction Company, Inc. in the amount of \$786,965.50; Contract 96-2 to Stonegate Construction, Inc. in the amount of \$333,814.40. Said resolution resolves that the Wood County Commission does concur with the awarding of the above-mentioned contracts. An Order was prepared regarding this matter.

On this date, came Geneva Bruffey, representing herself, and presented to the County Commission of Wood County a Petition signed by herself, Don E. Brewer, Barbara Brewer, Greg Hicks, Lynn Hicks and Melony A. Hardman, in which it is requesting permission to name a thirty (30) foot right of way to be known as SUNSET DRIVE. The aforementioned thirty (30) foot right of way is approximately three hundred five (305) feet in length and is located in the unincorporated area of Boaz, South of Henrie Lane, District of

Williams, County of Wood, State of West Virginia. The naming of the aforementioned thirty (30) foot right of way to SUNSET DRIVE received approval, in writing, from Wayne R. Jarvis, Postmaster of Williamstown, West Virginia, received approval, verbally, from Robert Epler, Division of Highways, Parkersburg, West Virginia and received approval, verbally, from D.R. Smith, Director of the Wood County Emergency Services, Parkersburg, West Virginia. The aforementioned approvals are in accordance with Chapter 7, Article 1, Section 3 of the Code of the State of West Virginia, 1931, as amended, which deals, in part, with the County Commission naming or renaming thereof of roads, ways, streets, avenues, drives and the like to assure uniform, nonduplicative conversion of all rural roads to city-type addressing on a permanent basis. The aforementioned thirty(30) foot right of way, being petitioned to be named SUNSET DRIVE is highlighted on the enclosed plat prepared by J. Edward Huffman, WV PS Number 631. The County Commission of Wood County does hereby find that the said, Geneva Bruffey, did hereby PETITION the said County Commission to name the thirty (30) foot right of way SUNSET DRIVE and the said County Commission of Wood County does hereby ORDER that such Petition be FILED along with the approval from the Postmaster of Williamstown, West Virginia, the documentation of verbal approval from the Division of Highways, Parkersburg, West Virginia, and the documentation of verbal approval from the Wood County Emergency Services reflecting that such parties have no objection to the naming of the thirty (30) foot right of way to be known as SUNSET DRIVE. NOW, THEREFORE, the County Commission of Wood County, upon a motion

made by Robert K. Tebay, seconded by David A. Couch and made unanimous by Holmes R. Shaver, does hereby ORDER that the aforementioned thirty (30) foot right of way be named SUNSET DRIVE. The County Commission further ORDERS that a copy of the ORDER, with enclosures, be certified by the Clerk of this Commission for entry in the Office of the Clerk of the County Commission of Wood County, West Virginia.

On this date, the County Commission of Wood County, upon a motion made by David A. Couch, seconded by Robert K. Tebay and passed, did hereby AUTHORIZE Holmes R. Shaver, in his official capacity as President and on behalf of the County Commission, to enter into a Lease Agreement by and between the Wood County Commission, Parkersburg, WV and the Westbrook Health Services, Inc., Parkersburg, WV. The aforementioned Lease Agreement is in regard to premises situated in the City of Parkersburg, Wood County, West Virginia, identified as 1011 Mission Drive, Parkersburg, West Virginia and described as a 0.352 acre tract of land. The term of the aforementioned Lease Agreement is for a period of one (1) year beginning on March 1, 1997 and ending on February 28, 1998 with the rental being one dollar and 00/100ths cents (\$1.00) for the one-year period. Any and all alterations or additions of the said leased premises require written consent of the Wood County Commission. Maintenance expenses and utilities for the leased premises are to be borne by the said Westbrook Health Services, Inc. The said Westbrook Health Services, Inc. shall keep in force an insurance policy of comprehensive public liability insurance, and property damage, with

respect to the leased premises, in which the limits of coverage for bodily injury shall not be less than five hundred thousand dollars and 00/100ths cents (\$500,000.00), combined single limits and on which the coverage for property damage shall not be less than three hundred thousand dollars and 00/100ths cents (\$300,000.00), per accident. Property shall be insured against perils of all risks in the amount of one hundred thousand dollars and 00/100ths cents (\$100,000.00); the County Commission has been named as an additional insured. An Order was prepared regarding this matter.

On this date, the County Commission of Wood County, upon a motion made by Robert K. Tebay, seconded by David A. Couch and passed, did hereby AUTHORIZE Holmes R. Shaver, in his official capacity as President and on behalf of the County Commission, to sign the letter addressed to the Federal Highway Administration, Washington, D.C., in which is enclosed the Progress Report for the month of January, 1997, and also includes the Final Report, in regard to the Red Light Running Campaign Grant. Wood County was one of only thirty-one (31) communities selected to participate in the aforementioned Program. There was great cooperation from the local law enforcement agencies and from all groups and individuals involved with the Program. Media organizations from all over the State, as well as these from outside the area, were contacting Wood County for information on the Campaign. The January Monthly Report along with the Final Report are being remitted to the Global Exchange, Inc., Bethesda, Maryland and to the Federal Highway Administration, Charleston, West Virginia. All documentation pertaining to the said

Red Light Running Campaign Grant is on file in the Office of the County Administration. An Order was prepared regarding this matter.

On this date, the County Commission of Wood County was in receipt of a memorandum from the Criminal Justice and Highway Safety Division, Charleston, West Virginia, in regard to Mandatory In-Service Training for law enforcement officers. Attached to the aforementioned memorandum is a listing of officers of the Wood County Sheriff's Department and the training the officers have completed since July 10, 1996. The aforementioned memorandum has been remitted to the Wood County Sheriff. As stated in the memorandum, individual notifications to officers needing in-service training will no longer be provided by the Criminal Justice and Highway Safety Division; each Law Enforcement Department should advise officers of their need to complete mandatory in-service training and the appropriate time requirements for each rank. All documentation pertaining to the said Mandatory In-Service Training 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 the Approval of the Request for Revision to Approved Budget from the Department of Tax and Revenue, Charleston, West Virginia, in regard to Revision No. 11 in the General County Fund budget for the fiscal year 1996/1997. Receipt of said Approval is pursuant to an Order appearing in Order Book 60, at Page 18 and bearing the date of January 23, 1997, at which time the Request for Revision was signed by David A. Couch, President Pro Tem of the Wood County Commission. An Order was prepared regarding this matter.

On this date, came Ginny Conley, Prosecuting Attorney and presented to the Commission that Joshua Sprague stands charged with a felony. The said Joshua Sprague was being held by the authorities in Fort Pierce, Florida. It was therefore necessary that Deputy C.D. VanClief travel to Fort Pierce, Florida and pick up the said Joshua Sprague and return him to Wood County. Expenditures for said round trip cost \$1,039.68. The sum of \$1,200.00 was previously issued to Deputy C.D. VanClief. Since the cost of the trip amount to only \$1,039.68, the amount of \$160.32 is being refunded to the County. An Order was prepared regarding this matter.

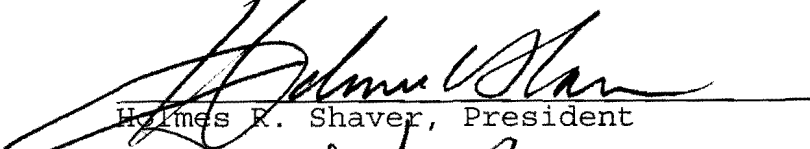
On this date, the County Commission of Wood County, upon a motion made by Robert K. Tebay, seconded by David A. Couch and passed, did hereby Authorize Holmes R. Shaver, in his official capacity as President and on behalf of the County Commission, to enter into an Extended Service Plan with CWS, Copier Word Processing Supply, Inc., Parkersburg, WV, in regard to the Copy Machine located in the Office of the County Clerk of the County Commission of Wood County and identified as Model Number NP-6030, Serial Number NRD01405. The said Extended Service Plan is for the period of February 1, 1997 through January 31, 1998 and is in the amount of six hundred forty-eight dollars and 00/100ths cents (\$648.00) for a minimum of sixty thousand (60,000) copies with an overage of \$.015 per copy. Labor, travel and parts are included in the aforementioned Extended Service Plan; however, the drum is not included. An Order was prepared regarding this matter.


Having no further scheduled appointments or business to attend

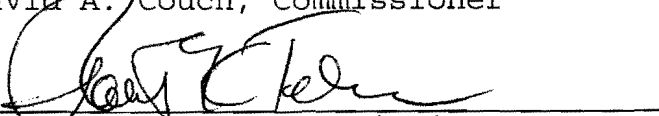
to, the County Commission adjourned at 12:00 Noon.

Approved:

THE COUNTY COMMISSION OF WOOD COUNTY


Holmes R. Shaver, President


David A. Couch, Commissioner


Robert K. Tebay, Commissioner

PURCHASE ORDERS SIGNED ON MARCH 6, 1997

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| No. | 21904 | Hornor and Harrison | \$ 946.85 |
| | 21909 | Parkersburg Printing Company | 76.00 |
| | 21917 | Advance Alarm Technologies | 35.00 |
| | 21918 | Parkersburg Office Supply | 408.64 |
| | 21921 | Broadwaters Motorcar | 30.78 |
| | 21923 | Casto & Harris | 1380.00 |
| | 21924 | Sirchie | 52.70 |
| | 21925 | Broadwaters Motorcar | 49.50 |
| | 21926 | Broadwaters Motorcar | 58.32 |
| | 21927 | Mahone Tire Service | 78.26 |
| | 21928 | General Glass | 47.60 |
| | 21930 | Broadwaters Motorcar | 2088.57 |
| | 21935 | Casto & Harris | 1835.00 |
| | 21993 | Gall's Inc. | 2569.08 |
| | 22033 | WV Uniforms | 645.55 |
| | 22058 | Tri-State Wholesale | 400.00 |
| | 22067 | Miller Communications | 104.80 |
| | 22069 | Arrow Electronics | 1202.00 |
| | 22074 | Stuart Oil | 3205.20 |
| | 22079 | St. Joseph Hospital | 55.00 |
| | 22080 | Sam's Club | 73.15 |
| | 22095 | State Electric Supply | 228.64 |
| | 22099 | Broadwaters Motorcar | 104.89 |
| | 22100 | Broadwaters Motorcar | 24.89 |
| | 22101 | Miller Communications | 105.00 |
| | 22102 | Dils Ford | 564.53 |
| | 22103 | 360 Communications | 395.31 |
| | 22106 | Parkersburg Office Supply | 1.53 |
| | 22108 | Broadwaters Motorcar | 100.00 |
| | 22111 | Sherwin-Williams | 141.75 |
| | 22112 | CR Malcom and Associates | 165.00 |

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| 22113 | Legal Dimensions | 74.50 |
| 22114 | Parkersburg Office Supply | 47.33 |
| 22116 | Assurance Business Forms | 148.33 |
| 22124 | David Crown Enterprises | 1120.00 |
| 22131 | Winans Service | 790.00 |

To listen to these minutes, please refer to Tape #24.