

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: MINUTES OF MEETING HELD
MONDAY, SEPTEMBER 15, 1997

PRESENT: HOLMES R. SHAVER, PRESIDENT
DAVID A. COUCH, COMMISSIONER
ROBERT K. TEBAY, 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 Erroneous Assessment Applications in regard to Personal Property for Carolyn Y. Brookover - Williamstown District (1996); Brenda Denham - Lubeck District (1995); D. Gregory & Heidi M. Petschke - Lubeck District (1997); Anthony E. Twite, M.D. dba Arthritis & Orthopedic Surgery - Parkersburg City District (1997); Charles E. Wade - Union District (1997); William E. Yocum - Lubeck District (1997); and Thomas M. & Belinda J. Bryan - Parkersburg City District (1997). The County Commission approved Erroneous Assessment Applications in regard to Real Property for Samuel L. Biddle - Williamstown District (1997) and James T. & Beverly J. Kelley - Vienna District (1997). The County Commission denied Erroneous Assessment Application No. 8048 in the name of A. Arleen & Rady E. Phillips - Parkersburg City District (1989).

At 9:30 A.M., the County Commission met with Toni Tiano, Grant Consultant and Angie Saunders from the West Virginia Governor's Office. Also in attendance were Jane Burdette, Carol Barth, Mark Whitley, Fred Krieg, Jeff Williams, Steve Williams, Doug VanClief and James Leach to discuss the Y.I.E.L.D. Program.

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 Agreement by and between the County Commission of Wood County, hereinafter "Commission", and Fred Jay Krieg, Ph.D. and Associates, hereinafter "Contractor". The aforementioned "Contractor" shall provide counseling services to youths that meet the criteria set forth in the Y.I.E.L.D. (Youth In Effective Legal Diversion) Program as set up under the jurisdiction of the State of West Virginia's Office of Military Affairs and Public Safety, Criminal Justice and Highway Safety Division, Charleston, WV. The said "Commission" shall compensate the said "Contractor" at the rate of one hundred fourteen dollars and 00/100ths cents (\$114.00) for each group counseling session for a total amount of fifteen thousand dollars and 00/100ths cents (\$15,000.00). The aforementioned total amount of fifteen thousand dollars and 00/100ths cents (\$15,000.00) shall be provided as follows; five thousand one hundred thirty dollars and 00/100ths cents (\$5,130.00) from the Juvenile Justice Grant; four thousand six hundred seventy dollars and 00/100ths cents (\$4,670.00) from the Wood County Commission; two thousand dollars and 00/100ths cents (\$2,000.00) from the City of Parkersburg; two thousand dollars and 00/100ths cents (\$2,000.00) from the City of Vienna; one thousand dollars and 00/100ths cents (\$1,000.00) from the Wood County Commission on Crime, Delinquency and Correction; one hundred dollars and 00/100ths cents (\$100.00) from the Wood County Deputy Sheriff's Association; and one hundred dollars and 00/100ths cents (\$100.00) from the Local Chapter of Fraternal Order of Police. The term of the aforementioned Agreement shall begin July 1, 1997 and terminate on June 30, 1998. The said Agreement may be terminated for just cause by either party upon thirty (30) days written notice given by one party to the other. The terms of the said Agreement may be modified or amended at any time by mutual consent of the County Commission, the Contractor Fred Jay Krieg, Ph.D. and Associates, and the Criminal Justice and Highway Safety Division, Charleston, WV. Documentation pertaining to the said Y.I.E.L.D. Program is on file in the Office of the County Commission.

At 10:00 A.M., the County Commission opened sealed bids for the replacement of wallcovering throughout the Wood County Courthouse. The opening of said sealed bids is pursuant to a Legal Notice appearing in both local newspapers, The Parkersburg News and The Parkersburg Sentinel on August 23, 1997 and on August 29, 1997. Bids were received from the following vendors:

1. Atlantic Painting Concepts
Route 2, Box 517-A
Parkersburg, WV 26101
Bid: \$13,800.00 (Labor Only)

2. Singer Wallcoverings
3207 - 27th Street
Parkersburg, WV 26101
Bid: \$6,479.00 Wallcovering and \$310.00 Freight
Total \$6,789.00 (Wallcovering Only -
Koroseal "Raphael")

3. Olney Wallcoverings
P.O. Box 1172
Spartansburg, NC 29304
Bid: \$6,507.50 (Wallcovering Only -
Satinesque - "Curvature" and "Grand Marble")

4. Olney Wallcoverings
P.O. Box 1172
Spartansburg, NC 29304
Bid: Bolta Wall brand wallcoverings
El Dorado - \$6,640.50
Morocco - 6,935.00
Alcazar - 6,935.00
Trianan - 6,935.00

5. Sherwin-Williams Company
136 Park Center Drive
Parkersburg, WV 26101
Bid: \$3,676.50 (Wallcovering Only -
Fidelity Contract Vinyl Wallcovering)

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, the aforementioned bids were taken under advisement. All bids and pertaining documentation are on file in the Office of the County Administrator. An Order was prepared regarding this matter.

At 10:15 A.M., the County Commission met with Steve Grimm, Assessor to discuss the reappraisal and the informal hearings he wants to have with taxpayers in November in regard to the 10% increase letters his office will be sending out. More discussion took place.

At 11:00 A.M., the County Commission held a public hearing in regard to a Small Cities Block Grant. Kathryn Drost from the Mid-Ohio Valley Regional Council was present and explained the grant they wish to apply for. There were representatives from the local public service districts present. Discussion took place.

On this date, the County Commission of Wood County, upon a motion made by Robert K. Tebay, seconded by David A. Couch and passed, authorized Holmes R. Shaver, as President, to sign the Annual Utilization of Real Property Report on the operation and maintenance of the H.P. Dils Building, 211 Sixth Street, Parkersburg, West Virginia, being used by the Mid-Ohio Valley Health Department. Said Annual Report is pursuant to Contract No. SA-III-WV-516 entered into by and between The United States of America and the County Commission of Wood 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 made unanimous by Holmes R. Shaver, did hereby ORDER that the bid be let for new heating and air conditioning units to be installed at the Wood County Judicial Building. At such time as specifications have been completed, a Legal Notice will appear in both local

newspapers as set forth in the Code of West Virginia, 1931 as amended. 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 made unanimous by Holmes R. Shaver, did hereby REQUEST that Glenn Neal, Assistant Prosecuting Attorney for Wood County, represent the County Commission of Wood County at the meeting being held at the Office of the West Virginia Division of Labor, Charleston, West Virginia, at 1:00 o'clock P.M. on September 27, 1997. Such meeting is in regard to prevailing wage not being paid by HRS and Sons Contracting, who was awarded the bid by the County Commission, upon recommendation of the Wood County Permanent 4-H Camp Association, for the renovation of restrooms located at the said 4-H Campgrounds. Funds for such renovation was provided through a Governor's Community Partnership Grant. Documentation pertaining to said Governor's Community Partnership 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 one thousand one hundred forty dollars and 00/100ths cents (\$1,140.00) from the State of West Virginia which represents reimbursement to Wood County for expenses incurred during the month of June, 1997 in regard to the Juvenile Justice and Delinquency Prevention Grant Number 96-JJ-RD-021. Receipt of said check is pursuant to an Order appearing in Order Book 60, at Page 164 and bearing the date of July 21, 1997 at which time the Request for Reimbursement was signed by Holmes R. Shaver, President of the Wood County Commission. 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 was in receipt of a check in the amount of two thousand six hundred fifteen dollars and seventy-two cents (\$2,615.72) from the State of West Virginia which represents reimbursement to Wood County for expenses incurred during the month of July, 1997 in regard to the Juvenile Justice and Delinquency Prevention Grant Number 97-JJ-Y-065. Receipt of said check is pursuant to an Order appearing in Order Book 60, at Page 183 and bearing the date of August 11, 1997 at which time the Request for Reimbursement was signed by Holmes R. Shaver, President of the Wood County Commission. 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 was in receipt of a check in the amount of one hundred sixty-four dollars and sixteen cents (\$164.16) from the State of West Virginia which represents reimbursement to Wood County for expenses incurred during the month of July, 1997 in regard to the Juvenile Justice and Delinquency Prevention Grant Number 96-JJ-A-064. Receipt of said check is pursuant to an Order appearing in Order Book 60, at Page 177 and bearing the date of August 7, 1997 at which time the Request for Reimbursement was signed by Holmes R. Shaver, President of the Wood County Commission. 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 was in receipt of a check in the amount of one hundred fourteen dollars and three cents (\$114.03) from the State of West Virginia which represents reimbursement to Wood County for expenses incurred during the month of June, 1997 in regard to the Drug Control and System Improvement Grant Number 96-DC-018. Receipt of said check is pursuant to an Order appearing in Order Book 60, at Page 165 and bearing the date of July 21,

1997 at which time the Request for Reimbursement was signed by Holmes R. Shaver, 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, 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 sign the Request for Reimbursement in regard to the Victims of Crime Act (VOCA) Program Grant Number 97-VA-017. Expenditures in the amount of one thousand one hundred twenty-one dollars and thirty-one cents (\$1,121.31) were made by the County during the month of August, 1997 which represents payment of contractual services provided by Diana W. Walker, Victims Advocate, whose objective is to prepare and support victims of crime as they enter the judicial system. The said Victims Advocate works out of the Office of the Prosecuting Attorney for Wood County. The amount of two hundred thirty-six dollars and 01/100 cents was utilized as an in-kind match, as set forth in the aforementioned Grant, and includes volunteer time, copies and office supplies. In addition to the Request for Reimbursement, the Monthly Progress Report, the Monthly Statistics Report, the Daily Time Record 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 (VOCA) Program Grant is on file in the Office of the County Administrator. An Order was prepared regarding this matter.

The County Commission was in receipt of a Memo from Mark Rhodes in regard to a meeting held on this date with Joyce Wright and others concerning the Deputy Sheriff Association Range

and the Mountwood Park Range. A copy of said memo is attached to these minutes and shall be made a part thereof.

The County Commission, having no further scheduled appointments or business to attend to, the County Commission adjourned at 4:00 P.M.

Approved:

THE COUNTY COMMISSION OF WOOD COUNTY


Holmes R. Shaver, President


David A. Couch, Commissioner


Robert K. Tebay, Commissioner

PURCHASE ORDERS SIGNED ON SEPTEMBER 15, 1997

| | | | |
|-----------|---------------------------------|----|---------|
| No. 22659 | Legal Dimension | \$ | 31.50 |
| 22720 | L.C. Horner Welding | | 35.00 |
| 22729 | Office Depot | | 318.70 |
| 22741 | Criminal Justice Highway Safety | | 1500.00 |
| 22743 | Kesterson Cleaners | | 270.67 |
| 22744 | Broadwaters Motorcar | | 3.68 |
| 22745 | Broadwaters Motorcar | | 6.26 |
| 22746 | Broadwaters Motorcar | | 47.76 |

To listen to these minutes, please refer to Tape #55, #56 and #57.

To: Mary Rader
 From: Mark Rhodes^{NR}
 Date: 9/16/97
 RE: Commission Meeting with Joyce Wright

September 15, 1997 there was a meeting in the Commission Office concerning gun safety at the Deputy Sheriff Association Range and the Mountwood Park Range. The following people were present:

- | | |
|---|---------------------------|
| Holmes Shaver, Robert Tebay and David Couch - | County Commissioners |
| Ginny Conley | Prosecutor |
| Charlie Johnson | Chief Deputy |
| Captain Echard | Parkersburg PD |
| Lt. Dunn | DNR |
| Dick Bailey and Charlie Cline | Mountwood Park |
| Carolyn Strock | Airport Authority |
| David Underwood | Attorney - Mountwood Park |
| Joyce Wright | Concerned Citizen |

Ms. Wright raised several concerns about the safety concerning the gun ranges. I believe Chief Johnson and Capt. Echard were able to assure her that the majority of her concerns had already been discussed and were being addressed. Chief Johnson advised that he had written a new policy concerning use of the range that outlined dates and time the range could be used (see policy). Chief Johnson also advised that Jack Buckley was going to move the gate blocking the road to the range closer to Veteran's Park entrance. This would make anyone trying to walk into the range park in plain view. The Chief also advised that a flag pole was going to be set near the gate and anytime shooting was going on the flag would be raised with a message to be careful. He stated the had two dozen signs that were going to be posted along the airport road and the outskirts of the shelter area to advise everyone of the range and to not enter the property. At the request of the Commission, Chief Johnson is going to have the Deputy Sheriff Association purchase stainless steel cable to string around the property line. He is going to have caution flags on the cable.

Ms. Wright also voiced concerns over the Mountwood Park Range. Everyone in the room had the same concerns of safety for persons that may be hiking the woods behind the shooting area. Mr. Bailey advised that the Park Board is still negotiating with the DNR about the contracting the range area to the DNR office. Once the negotiations are complete then the DNR will take any further safety precautions that are required.

I believe the major problem with Ms. Wright is not gun safety, but the noise the firearms create. Chief Johnson did advise her he would speak with both the National Guard and Airguard to see if they could qualify at another range. I believe this would alleviate Ms. Wright's complains.

Chief Johnson is to report back to the Commissioners and Ms. Wright on the progress of the sign placement and conversations with the Guard Units.

TO: Wood County Sheriff Department Law
Enforcement Personnel

SUBJECT: Lodge and Class room

SECTION 67 Wood County Sheriff Department Lodge
and Class Room

Purpose - The purpose of this policy is to insure the conduct of member of the Wood County Sheriff Department while using Wood County Deputy Sheriff Association lodge and classroom.

Policy - While utilizing the Wood County Deputy Sheriff Association lodge or classroom for any function departmental or recreational, all members of the Wood County Sheriff Department shall be aware of and follow all rules and regulations set forth by the Wood county Deputy Sheriff Association. All members shall also insure compliance of the rules by guests of the members. Failure to comply may result in disciplinary action.

Violations of this order may result in being banned if the violator is not a member of the Wood County Sheriff Department.

TO: Wood County Sheriff Department Law
Enforcement Personnel

SUBJECT: Use of Wood County Sheriff Department
Range

SECTION: 66 Wood County Sheriff Department Range
Use of

Purpose - In order to keep and maintain a clean and safe range, the following rules need to be followed.

1. For safety purposes, "double tapping" of pepper poppers is not permitted.
2. Cans and bottles are not to be used for targets at any time.
3. No alcohol beverages are to be taken on the range at anytime.
4. Weapons are to be pointed down range at all times.
5. Shotgun slugs or any high powered center fire rifle are not to be used on any metal or target at any time.
6. Props, such as mailboxes, newspaper boxes, fire hydrants or barricades are not to be used for target holders or for targets at anytime.
7. All targets must be so positioned so that in the prone position all rounds will stay in the main backstop area.
8. By request of the insurance company, NO civilian is allowed to use the range at any time without being accompanied by a full time certified law enforcement officer or corrections officer that

has been certified on a State level or a recognized instructor. Any officer who may bring a civilian to fire on the range will be directly responsible for any violations.

9. All empty cases must be picked up as much as possible. Any and all aluminum cases such as "blazer" ammunition must be picked up and thrown away.
10. All coffee cups, cans, bottles and other trash is to be picked up and disposed of in the proper containers. NOT throw in the woods.
11. The access road to the range area is to be used only by maintenance crews or authorized officers.
12. The path or walkway is to be used at all times.
13. All children are to be kept behind the split rail fence or white fence when shooting unless being given instructions. Please do not allow children to climb on the fences or roam around in the woods.
14. No shooting on Sunday
15. No shooting on Christmas, New Year, 4th of July, Labor Day or Memorial Day.
16. The range will operate from 9:00 AM until 5:00 PM, Monday through Saturday.
17. The range may be closed due to large number of people using the park (example: scouting events)
18. Night shooting will be conducted twice a year. This will be done early (Spring) or in the fall. Not to exceed 23:30 hours.
19. Unauthorized persons on the range will be escorted from the property.

20. All safety procedures are to be applied while using the range.
21. No full automatic weapons are to be used (exception to this being Special Response Team) without prior approval.

WOOD COUNTY DEPUTY SHERIFF ASSOCIATION

RANGE BUILDING RULES
REVISED 7/1/97

1. Any group or organization wishing to use the building must be sponsored by a member and submitted in writing to the Rule Board or liaison one week in advance for approval, consideration and scheduling.

The key can be obtained by contacting the designated liaison which will have one key for outside agency use. At the time the key is picked up, the leader of the outside agency shall sign in and out in a log book kept by the liaison.

2. Building shall be kept clean at all times. Bring your own linens and utensils for showering and cooking.
3. No alcoholic beverages off the back porch during any shooting time. No one having consumed alcoholic beverages is to be off the back porch during shooting or behind the building.
4. Any future problems that come up shall be directed to the Rule Board for consideration of adding or changing the rules.
5. No shooting after 5:00 PM. The only exception to this will be a department or Wood County Pistol League sanctioned match which shall be limited to twice a year.
6. No shooting on Sunday
7. Any complaint called into this department on possible violation of above rules will be investigated.
8. Only organizations approved by the association may use the range for class or firearms training.

9. At present, only local Law Enforcement, IRS, Air and Army National Guard are authorized at the range.
10. Anyone who violates the general range rules will be banned from use of the range.