

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: MINUTES OF MEETING HELD
MONDAY, APRIL 26, 1999

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

On this date, the County Commission of Wood County 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 Real Property for Commerce Bank Parkersburg Inc. - Lubeck District (1995, 1996 & 1997).

At 10:30 A.M., the County Commission presented certificates to businesses who donated to the Wood County Bicentennial Celebration.

At 2:00 P.M., the County Commission met with Beth Taylor to discuss the PEBSCO 457 Retirement plan. Also in attendance were Ron Nelson, Correctional Center; John Canfield, Law Enforcement; Kandi Theiss, Prosecutor's Office; Janet Smith, Circuit Clerk's Office; Michell Cole, Assessor's Office; Jane Anderson, Law Enforcement; Sandy Edge, Tax Office and Kay Williams from the County Clerk's Office.

On this date, the County Commission met with Charlie Burd and others from Hope Gas who discussed the use of natural gas and other information in regard to updating the Commission on the Gas Company's dealings. (The tape of this meeting is very hard to hear.)

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 Department of Health and Human Resources, Parkersburg, WV, enclosing the Project Director's Monthly Report for the Month of March, 1999, in regard to the Early Intervention and Family Support Services Grant Number 99881, Q.U.I.T. (Quality Intervention and Treatment) Program. In addition to the Project Director's Monthly Report, the Demographic Report, the Monthly Attendance Report and the Daily Time Records are being submitted to the Department of Health and Human Resources, Parkersburg, WV. Documentation pertaining to the aforementioned Early Intervention and Family Support Services 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 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 EXECUTE the Request For Reimbursement in regard to the Court Security Fund Grant Number 98CS-23.

Expenditures in the amount of seventy-seven thousand seven hundred fifty-four dollars and thirty-six cents (\$77,754.36) were incurred by Wood County during the period of January 1, 1999 through March 31, 1999 which represents the purchase and installation of an access control system and a video control system for the Wood County Judicial Building and the Wood County Magistrate Court Building. In addition to the Request For Reimbursement, the Grant Progress Report and the Project Financial Report are being submitted to the Criminal Justice Services, Charleston, WV. Documentation pertaining to the aforementioned Court Security Fund 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, adopted a Resolution in reference to Budget

Revision No. 8 in the General County Fund budget for the fiscal year 1998/1999. The Request for Revision to the Approved Budget, being submitted to the Department of Tax and Revenue, Charleston, West Virginia, was signed by Holmes R. Shaver, President of the Wood County Commission. 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 EXECUTE the Request For Reimbursement in regard to the STOP Violence Against Women Grant Number 97-VAW-008. Expenditures in the amount of four thousand three hundred ninety-three dollars and two cents (\$4,393.02) were incurred by Wood County during the month of February, 1999. However, the Request For Reimbursement is in the amount of three thousand one hundred twenty-three dollars and six cents (\$3,123.06) which represents payment of contractual services provided by Kelly L. Lee, Assistant Prosecuting Attorney, who is responsible for enhancing and continuing the Wood County S.A.F.E. (Silence Affects Families Everywhere) Team to improve the Criminal Justice System's response to violence against women and further represents advertising in the Parkersburg News and The Parkersburg Sentinel in regard to STOP Domestic Violence. Funds in the amount of one thousand two hundred sixty-nine dollars and ninety-six cents (\$1,269.96) were utilized as in-kind match, as set forth in the aforementioned Grant, and represents the remaining salary and benefits paid by Wood County to Kelly L. Lee. In addition to the Request For Reimbursement, the Monthly Progress Report, the Monthly Demographic Reports, the Daily Time Record and the Project Financial Reports are being submitted to the Criminal Justice Services,

Charleston, WV. Documentation pertaining to the aforementioned STOP Violence Against Women grant is on file in the Office of the County Administrator.

On this date, the County Commission of Wood County was in receipt of a check in the amount of three hundred sixty-four dollars and forty-eight cents (\$364.48) from the State of West Virginia which represents reimbursement to Wood County for expenses incurred during the month of February, 1999 in regard to the Juvenile Justice and Delinquency Prevention Grant Number 96-JJ-Y-064. Receipt of said check is pursuant to an ORDER appearing in Order Book 60, at Page 569 and bearing the date of March 8, 1999 at which time Holmes R. Shaver, in his official capacity as President and on behalf of the County Commission, was AUTHORIZED to EXECUTE the Request For Reimbursement. Documentation pertaining to the aforementioned 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 Grant Adjustment Notice Number Six (6) from the Division of Criminal Justice Services, Charleston, West Virginia, in regard to the Juvenile Justice and Delinquency Prevention Grant Number 96-JJA-064. The aforementioned Grant Adjustment Notice does hereby deobligate remaining Grant funds in the amount of eighty-seven dollars and nineteen cents (\$87.19) and closes the aforementioned Grant effective April 26, 1999. Documentation pertaining to the aforementioned 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 Robert K. Tebay and made unanimous by David A. Couch, did hereby

AWARD the bid for janitorial services to be provided at the Wood County Courthouse and the Wood County Judicial Building to Quality Maintenance, Parkersburg, West Virginia. The cleaning companies working in the Courthouse and Judicial Building have been a continuous problem for the Commission. The cleaning companies just have not been doing the job and we have had complaints and problems for several years. The low bidder - Thorn Industries was disqualified because they did not meet the bid specifications. The second low bidder, B.J.W. Cleaning was disqualified as a result of the personal interview left the Commissioners uncomfortable that they did not have experience nor employees to handle a job of this size. Also, when the Commission tried to contact him regarding references, it took the administrator three days to reach him. This delay also raised a flag. Finally, when the County Commission was able to contact three companies using his service, they did not give B.J.W. Cleaning a high recommendation. An Order was prepared regarding this matter. Therefore, when the County Commission interviewed the next lowest bidder, they determined they did have the necessary employees, experience and references to be awarded the contract. An Order was prepared regarding this matter.

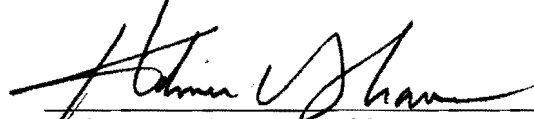
On this date, the County Commission of Wood County, upon a motion made by Robert K. Tebay, seconded by David A. Couch and passed, did hereby AUTHORIZE Holmes R. Shaver, in his official capacity as President and on behalf of the County Commission, to EXECUTE the Amended BI Incorporated Amortization Schedule. Receipt of the said Amended BI Incorporated Amortization Schedule is pursuant to an Order appearing in Order Book 60, at Page 534 and bearing the date of January 28, 1999 at which time Holmes R. Shaver, in his official capacity as President and on behalf of the County Commission, was AUTHORIZED to EXECUTE the Equipment Schedule Number Four (4) from BI Incorporated. The shipment date was changed from December

81, 1999 to March 22, 1999 in the aforementioned Amended Amortization Schedule. An Order was prepared regarding this matter.

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

Approved:

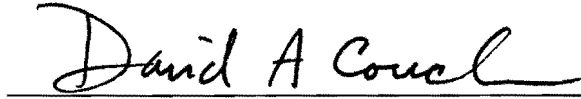
THE COUNTY COMMISSION OF WOOD COUNTY



Holmes R. Shaver, President



Robert K. Tebay, Commissioner



David A. Couch, Commissioner

PURCHASE ORDERS APPROVED ON APRIL 26, 1999

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