

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: MINUTES OF MEETING HELD  
MONDAY, FEBRUARY 22, 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 invoices and other correspondence.

On this date, the County Commission, upon a motion made by Robert K. Tebay, seconded by Holmes R. Shaver and made unanimous by David A. Couch, approved minutes from Monday, November 17, 1997. The County Commission, upon a motion made by Holmes R. Shaver, seconded by Robert K. Tebay and made unanimous by David A. Couch approved minutes from Monday, November 3, 1997. The County Commission, upon a motion made by Robert K. Tebay, seconded by David A. Couch and passed, approved minutes from Monday, November 10, 1997 and Thursday, November 13, 1997. The County Commission, upon a motion made by Holmes R. Shaver, seconded by Robert K. Tebay and passed, approved minutes from Monday, October 20, 1997; Thursday, October 23, 1997; Thursday, October 30, 1997 and Thursday, November 6, 1997.

On this date, the County Commission approved Erroneous Assessment Applications in regard to Real Property for Robert D. Frazier - City District (1998); Butler Manufacturing Co. - City District ( two for 1998) and an Erroneous Assessment Application in regard to Personal Property for Dwaine Bowling - Steele District (1998).

On this date, Lori Lockhart was sworn in as a Tax Deputy with the Sheriff's Tax Office.

At 9:30 A.M., the County Commission met with Larry Patterson to discuss a road closing.

At 10:00 A.M., the County Commission adjourned to meet as the Board of Review and Equalization.

At this time, they met with Ralph M. Hiley to discuss property in Lubeck District.

At 10:30 A.M., the Board met with Darrell Gandee to discuss property located in Lubeck District.

At approximately 11:00 A.M., the Board adjourned and met as the County Commission.

At this time they met with Kathryn Drost from the West Virginia Interstate Fair and Exposition. Ms. Drost gave an update on the fair and also asked for 10% of the hotel/motel tax.

At 1:30 P.M., the County Commission adjourned to meet as the Board of Review and Equalization.

At this time, the Board met with Denny & Charlotte Roberts to discuss property located in Tygart District.

At 2:00 P.M., the Board met with Marc Carris from the GE Tax Department to discuss personal property and real property located at the General Electric plant in Lubeck District.

At 3:30 P.M., the Board adjourned to meet once again as the County Commission.

At this time, the County Commission of Wood County opened sealed bids for a Digital Duplicator to be utilized by the Wood County Extension Office, Parkersburg, West Virginia.

Sealed bids were received from the following vendors:

1. Ford Business Machines, Inc.  
R.D. #1 Box 428A  
Uniontown, PA 15401  
Bid: \$10,095.00 - Gestetner 5450  
\$ 6,600.00 - Using trade-in of existing Ricoh SS950
2. Ikon Office Solutions  
P.O. Box 1934  
Parkersburg, WV 26102  
Bid: \$ 9,092.00 - Ricoh VT2200

\$ 4,775.00 - Using trade-in of existing Ricoh SS950

3. NOE Office Equipment

P.O. Box 1367

Parkersburg, WV 26101

Bid: \$ 5,995.00 - Standard JP1030

\$ 3,069.00 - Using trade-in of existing Ricoh SS950

\$13,995.00 - Standard VT3800

\$ 4,650.00 - Using trade-in of existing Ricoh SS950

4. XPert Business Solutions, Inc.

United Square, Suite 308

501 Avery Street

Parkersburg, WV 26101

Bid: \$32,425.00

Receipt of the aforementioned sealed bids is pursuant to an Order appearing in Order Book 60, at Page 538 and bearing the date of February 1, 1999 at which time the County Commission of Wood County did hereby ORDER the bid be let for such Digital Duplicator; and further pursuant to a Legal Notice appearing in both The Parkersburg News and The Parkersburg Sentinel in which it is stated that the County Commission is accepting such sealed bids. Upon a motion made by Holmes R. Shaver, seconded by Robert K. Tebay and made unanimous by David A. Couch, the County Commission of Wood County did hereby take the aforementioned bids under advisement. The aforementioned bids are on file in the Office of the County Administrator. An Order was prepared regarding this matter.

At 3:50 P.M., the County Commission, upon a motion made by Holmes R. Shaver, seconded by Robert K. Tebay and made unanimous by David A. Couch, went into Executive Session at the request of Ginny Conley, Prosecuting Attorney. Said Session was upon the authority granted by No. 2 of Chapter 6, Article 9A, Section 4 of the West Virginia Code, 1931, as amended. Also in attendance was Mary Rader, County Administrator. Said Session adjourned at 4:05 P.M.

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. 6 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 Victims Assistance Formula Grant Number 97-VA-046. Expenditures in the amount of one thousand five hundred thirty dollars and seventy-three cents (\$1,530.73) were incurred by Wood County during the month of January, 1999. However, the Request For Reimbursement is in the amount of one thousand four hundred sixteen dollars and nineteen cents (\$1,416.19) which represents payment of contractual services provided by Diana W. Walker, Victims Advocate for Wood County. The amount of sixty-six dollars and fifty-four cents (\$66.54) was utilized as a cash match, as set forth in the aforementioned Grant, and represents payment of office supplies and materials utilized by the aforementioned Victims Advocate. The amount of forty-eight dollars and 00/100ths cents (\$48.00) was utilized as in-kind match, as set forth in the aforementioned Grant, and represents volunteer time. In addition to the Request For Reimbursement, the Monthly Progress Report, the Monthly Statistics Report, the Daily Time Records and the Project Financial Report are being submitted to the Criminal Justice Services, Charleston, West Virginia. Documentation pertaining to the said Victims Assistance Formula

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, in regular session and upon a motion made by Robert K. Tebay, seconded by David A. Couch and made unanimous by Holmes R. Shaver, announced to all concerned, that they, as a Commission, are calling for a SPECIAL SESSION to be held on Friday, the 26<sup>th</sup> day of February, 1999, at 2:30 P.M. for the purpose of acting upon complaints received while sitting as the Board of Review and Equalization in regard to Property Assessments.

On this date, the County Commission of Wood County, upon a motion made by Robert K. Tebay, seconded by David A. Couch, did hereby AUTHORIZE Holmes R. Shaver, in his official capacity as President and on behalf of the County Commission, to EXECUTE the letter addressed to the Department of Health and Human Resources, Parkersburg, West Virginia in regard to the Early Intervention and Family Support Services Grant Number 99881, Program Q.U.I.T. (Quality Intervention and Treatment). The Monthly Project Director's Report and the Agreement by and between the County Commission of Wood County, West Virginia, and Fred Jay Krieg, Ph.D. and Associates, Vienna, West Virginia, are also included with the aforementioned letter. 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 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 by the County Commission of Wood County; the County Commission, upon a motion made by David A. Couch, seconded by Robert K. Tebay and made unanimous by Holmes R.

Shaver, reappointed David C. DeBarr to the Wood County Emergency Services Board. The new term will expire on February 1, 2004. 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 four thousand eight hundred thirty-six dollars and 00/100ths cents (\$4,836.00) from the State of West Virginia which represents reimbursement to Wood County for payment of contractual services provided by Phillip Stephens, Project R.E.P.A.Y. (Responsibility Enhancement Projects For Adolescent Youth) Coordinator in regard to the Juvenile Justice and Delinquency Prevention Grant Number 98-JJ-R-130. Receipt of said check is pursuant to an Order appearing in Order Book 60, at Page 475 and bearing the date of October 19, 1998; pursuant to an Order appearing in Order Book 60, at Page 492 and bearing the date of November 12, 1998; and pursuant to an Order appearing in Order Book 60, at Page 509 and bearing the date of December 7, 1998, at which time David A. Couch, in his official capacity as President and on behalf of the County Commission, was AUTHORIZED to EXECUTE the Request For Reimbursement for expenses incurred during the months of September, October and November, 1998. 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 a letter from the Justice Program Specialist, Division of Criminal Justice Services, Charleston, West Virginia, acknowledging receipt of the application from Wood County for Court Security Program funding. Receipt of the aforementioned letter is pursuant to an Order appearing in Order Book 60, at Page 543 and bearing the date of February 11, 1999 at which time the County Commission of Wood County ADOPTED and EXECUTED a RESOLUTION authorizing the signing of a Grant Application. The said Grant Application and future documentation pertaining to the

aforementioned Court Security Program Grant is on file in the Office of the County Administrator. 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 being made by the County Commission of Wood County; the County Commission, upon a motion duly made, seconded and passed, announced to all concerned that a vacancy exists on the Wood County Parks and Recreation Commission (Mountwood Park). Said vacancy is due to a letter received from Richard P. Bailey, Director of the Wood County Parks and Recreation Commission, in which it states that Ollie Kendrick, Jr. has not been attending meetings and they cannot get in touch with him. Mr. Kendrick's term would have expired December 16, 1999. An Order was prepared regarding this matter.

On this date, the County Commission of Wood County was in receipt of a letter from the Justice Program Specialist, Division of Criminal Justice Services, Charleston, West Virginia, acknowledging receipt of the application from Wood County for STOP Violence Against Women Program funds. Receipt of the aforementioned letter is pursuant to an Order appearing in Order Book 60, at Page 543 and bearing the date of February 1, 1999 at which time the County Commission of Wood County did hereby EXECUTE a RESOLUTION authorizing the signing of a Grant Application. The said Grant Application and all pertinent documentation pertaining to the aforementioned STOP Violence Against Women Program Grant will be on file in the Office of the County Administrator. 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 made by Robert K. Tebay,

seconded by Holmes R. Shaver and made unanimous by David A. Couch, appointed Ron Nelson to fill a vacancy that exists on the Wood County Historic Landmarks Commission due to the expiration of Robert Enoch's term on December 31, 1994. Said vacancy was announced on December 1, 1994. Mr. Nelson's term will expire on December 31, 1999. 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 made by Robert K. Tebay, seconded by Holmes R. Shaver and made unanimous by David A. Couch, reappointed Larry M. Morris to the Wood County Planning Commission. Mr. Morris's term expired December 31, 1998. The new term will expire December 31, 2001. An Order was prepared regarding this matter.

On this date, the County Commission of Wood County was in receipt of an Abstract From The Records of the Commissioner's Orders from the West Virginia Department of Transportation, Division of Highways, Charleston, West Virginia, in regard to the ADDITION to the Home Access Road Program (HARP) of the following Orphan Roads:

- ♦ Carpenters Lane (Ogden Area)  
Assigned 920
- ♦ Homestead Drive (Boaz Area)  
Assigned 921

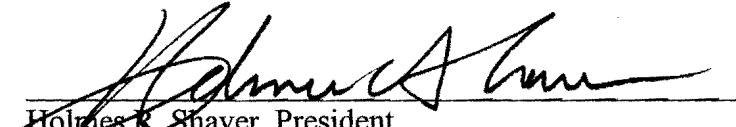
An Order was prepared regarding this matter.

Having no further scheduled appointments or business to attend to, the County Commission adjourned at 4:30 P.M.



Approved:

THE COUNTY COMMISSION OF WOOD COUNTY

  
Holmes K. Shaver, President

  
Robert K. Tebay, Commissioner

  
David A. Couch, Commissioner