

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: MINUTES OF MEETING HELD  
THURSDAY, JUNE 3, 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.

At 9:30 A.M., the County Commission met with D.R. Smith, who gave an update on the E-911 system.

At 10:00 A.M., the County Commission opened sealed bids for five (5) computer stations for the Wood County Sheriff's Department. Receipt of sealed bids is pursuant to a Legal Notice appearing in both The Parkersburg News and The Parkersburg Sentinel, both local newspapers. Sealed bids were received from the following vendors.

1. Business Systems & Service, Inc. (BSSI)  
P.O. Box 5525  
Vienna, WV 26105  
Bid: Option 1 - \$5,920.00  
Option 2 - 7,700.00
  
2. Miller Communications  
Route 4, Box 474A  
Parkersburg, WV 26101  
Bid: Option 1 - \$7,440.00  
Option 2 - 7,140.00

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 take the aforementioned bids under advisement. An Order was prepared regarding this matter.

At 10:30 A.M., the County Commission met with Charlie Johnson, Chief Deputy of the Wood County Sheriff's Department.

At 11:00 A.M., the County Commission met with Jim Cox from the Lubeck Public Service District, who gave an update on the sewer project and the self-help water project.

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 AUTHORIZE, by EXECUTION, the EQUAL EMPLOYMENT OPPORTUNITY PLAN (EEOP) FOR WOMEN AND MINORITIES. The aforementioned EEOP is being approved with the intent and purpose of guiding management in achieving equal employment opportunities for minorities and females. The aforementioned EEOP Plan shall be applicable for the time period of January 1, 1999 through June 30, 2000 and shall also apply to all grants received by the County Commission of Wood County from the United States Department of Justice. 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 letter requesting a budget revision and addressed to the Governor's Highway Safety Program, Charleston, WV, in regard to the Safe Communities Safety Program Grant Number 98HS-10. The aforementioned letter requests that the amount of three thousand two hundred dollars and 00/100ths cents (\$3,200.00) be transferred from the Travel/Training Category to the Other Category. Documentation pertaining to the aforementioned Safe Communities 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 was in receipt of a letter from the Governor of West Virginia, Cecil H. Underwood, advising them that APPROVAL in the amount of twenty-one thousand four hundred dollars and 00/100ths cents (\$21,400.00) had been given to the County Commission of Wood County's application for funding in regard to the Victims of Crime Act Assistance (VOCA) Grant. Approval of the aforementioned funding will be utilized to provide the salary of a full-time victim advocate and training for a victim/witness program through the Office of the Prosecuting Attorney for Wood County. Receipt of such letter is pursuant to an Order appearing in Order Book 60, at Page 562 and bearing the date of March 1, 1999 at which time a RESOLUTION was EXECUTED giving Holmes R. Shaver, in his official capacity as President and on behalf of the County Commission, the AUTHORITY to EXECUTE the Grant Application. Documentation pertaining to the aforementioned Victims of Crime Act Assistance (VOCA) Grant is on file in the Office of the County Administrator.

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 AUTHORIZE H.C. Nutting Company to utilize a reinforcing bar locator on the corner of the Wood County Courthouse in order to locate the time capsule in conjunction with Wood County's Bicentennial. The Cost for such service is in the amount of four hundred fifty-two dollars and 00/100ths cents (\$452.00). An Order was prepared regarding this matter.

On this date, the County Commission of Wood County was in receipt of the On-Site Grant Financial Monitoring Report in regard to the Safe Communities/Highway Safety Program Grant Number 98-HS-10. The aforementioned report was conducted by Mary K. Rizzo of the West Virginia Highway Safety Program Office, Charleston, WV, on May 13, 1999 for the time period of

July 1, 1998 through March 31, 1999. The subgrantee, The County Commission of Wood County, appears to be in compliance with the Accounting System Review, the Personnel Review, the Professional and Contractual Services, the Travel and Training, the Budgeting/Allowability of Costs, the Fund Control, the Property Management and Inventory Control, and the Grant Reporting Requirements. All documentation pertaining to the aforementioned Safe Communities/Highway Safety 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 was in receipt of a letter from Pat Minnite III, owner of Minnite Developers, L.L.C., The PM Center, Suite 201, 417 Grand Park Drive, Parkersburg, WV, requesting that the right-of-way road off Nicolette Road which comes off State Route 14 and located in Mineral Wells, WV, be named "Hospitality Lane". The Amerihost Inn and a Professional Office Building are located on said right-of-way road and is located on property owned by Minnite Developers as stated in the aforementioned letter. As further stated in the letter, such right-of-way road is commonly used by The Amerihost Inn patrons and employees, and that future tenants of the Professional Building had been contacted and are in agreement with the name. A map reflecting the right-of-way road is attached to the aforementioned letter.

Pursuant to Chapter 7, Article 1, Section 3 of the Code of West Virginia, as amended, local postal authorities, the division of highways and the director of county emergency communications will be contacted in regard to the "proposed" name of HOSPITALITY LANE prior to an Order of the County Commission of Wood County naming such right-of-way road. An Order was prepared regarding this matter.

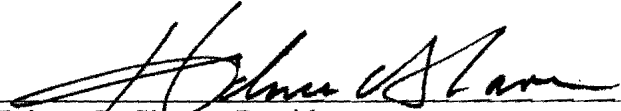
On this date, the County Commission of Wood County was in receipt of a check in the amount of fifteen thousand six hundred ninety-seven dollars and ninety-six cents (\$15,697.96) which represents reimbursement to Wood County for expenses incurred during the period of January 01, 1999 through March 31, 1999 in regard to the Safe Communities Program Grant Number F98HS-10. Receipt of the aforementioned check is pursuant to an Order appearing in Order Book 60, at Page 572 and bearing the date of April 15, 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 Safe Communities 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 was in receipt of a check in the amount of three thousand one hundred twenty-three dollars and 06/100ths cents (\$3,123.06) 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 STOP Violence Against Women Grant Number 97-VAW-008. Receipt of said check is pursuant to an ORDER appearing in Order Book 60, at Page 594 and bearing the date of April 26, 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 for the month of February, 1999. Documentation pertaining to the aforementioned STOP Violence Against Women Grant is on file in the Office of the County Administrator. 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

  
Robert K. Tebay, Commissioner

  
David A. Couch, Commissioner

PURCHASE ORDERS APPROVED ON JUNE 3, 1999

No.	23977	Positive Promotions	1,821.35
	24761	Artcraft Studio	28.50
	24767	Casto & Harris	651.00
	24787	Fore Timber Co.	3,294.80
	24790	U.S. Postmaster	20,000.00