

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: MINUTES OF MEETING HELD
THURSDAY, JANUARY 13, 2000

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.

The County Commission approved Erroneous Assessment Applications in regard to Personal Property for Timothy R. & Kimberly J. Toothman - City District (1998); Putnam Leasing & Auto, Inc. - Slate District (1999); James B. & Jo Ellen Lott - Vienna District (1998); Carl Travis - City District (1999) and Debra Rogers - Vienna District (1999). The County Commission approved Erroneous Assessment Applications in regard to Real Property for Jeffrey S. Dowler - City District (1999); Barbara J. Franklin - City District (1999) and for Willie & Ethel Canty - City District (1999).

At 10:00 A.M., the County Commission met with K.D. Merritt, Sheriff to discuss the jail problems.

The County Commission met with Steven A. Grimm, Assessor; Carole Jones, Circuit Clerk and Jamie Six, County Clerk to discuss the new voting (election) system.

The County Commission of Wood County announced to all concerned that a vacancy exists on the Mid-Ohio Valley Board of Health. Said vacancy is due to the expiration of Robert Tebay's, Republican, term on December 6, 1999. The new term will expire on December 6, 2004. An Order was prepared regarding this matter.

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.

9 in the General County Fund budget for the fiscal year 1999/2000. The Request for Revision to the Approved Budget, being submitted to the West Virginia State Auditor - Chief Inspector Division, Charleston, West Virginia, was signed by Holmes R. Shaver, President of the Wood County Commission. An Order was prepared regarding this matter.

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 STOP Violence Against Women Grant Number 98-VAW-005. Expenditures in the amount of three thousand seven hundred twenty-nine dollars and sixty cents (\$3,729.60) were incurred by Wood County during the month of October, 1999. However, the Request for Reimbursement is in the amount of two thousand four hundred three dollars and fifty cents (\$2,403.50) which represents payment of contractual services provided by Kelly J. Little, Assistant Prosecuting Attorney, who is responsible for enhancing the Silence Affects Families Everywhere (S.A.F.E.) Team to improve the criminal justice system's response to violence against women, and for payment of advertising costs associated with the aforementioned S.A.F.E. Team. Funds in the amount of one thousand three hundred twenty-six dollars and ten cents (\$1,326.10) were utilized as cash funds, as set forth in the aforementioned Grant, and is being provided through the remaining salary and benefits provided by the County to the said Kelly Little. In addition to the Request for Reimbursement, the Monthly Progress Report, the Monthly Demographic Report, the Daily Time Records and the Project Financial Reports are being submitted to the Criminal Justice Services, Charleston, West Virginia. 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.

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 Assistance Grant Number 98-VA-019. Expenditures in the amount of one thousand nine hundred seventy-three dollars and eighty cents (\$1,973.80) were incurred by Wood County during the month of December, 1999. However, the Request for Reimbursement is in the amount of one thousand four hundred dollars and 00/100ths cents (\$1,400.00) which represents payment of contractual services provided by Diana W. Walker, Victims Advocate for Wood County. The amount of five hundred seventy-three dollars and eighty cents (\$573.80) was utilized as a cash and in-kind match, as set forth in the aforementioned Grant, and represents payment of office supplies, copies and salary supplement for the aforementioned Victims Advocate and volunteer time. In addition to the Request for Reimbursement, the Monthly Progress Report, the Monthly Statistics Report, the Daily Time Records, the Financial Recap and the Project Financial Reports are being submitted to the Criminal Justice Services, Charleston, West Virginia. Documentation pertaining to the aforementioned Victims of Crime Act Assistance Grant is on file in the Office of the County Administrator. An Order was prepared regarding this matter.

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 addressed to the Department of Health and Human Resources, Parkersburg, West Virginia,

enclosing the Monthly Report of the Project Director in regard to the Early Intervention and Family Support Services Grant Number 99881 (Q.U.I.T. Program) for the period of December, 1999. In addition to the Monthly Report of the Project Director, the Monthly Demographic Report, the Monthly Attendance Report and the Daily Time Records are being submitted to the Department of Health and Human Resources, Parkersburg, West Virginia. Documentation pertaining to the Early Intervention and Family Support Services Grant, Q.U.I.T. (Quality Intervention and Treatment) Program, is on file in the Office of the County Administrator. An Order was prepared regarding this matter.

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, reappointed Ron Nelson to the Wood County Historic Landmarks Commission. Mr. Nelson's new term will expire on December 31, 2004. An Order was prepared regarding this matter.

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 Maintenance Schedule Proposals submitted by Scots Landscape Nursery, Vienna, West Virginia, for the following buildings and following amounts.

1. MAGISTRATE COURT BUILDING

Spring	-	\$998.00
Summer	-	\$369.00
Fall	-	<u>\$579.00</u>
Total	-	\$1,946.00

2. JUDICIAL BUILDING

Spring	-	\$538.00
Summer	-	\$249.00
Fall	-	<u>\$265.00</u>
Total	-	\$1,052.00

3. COURTHOUSE FOUNTAIN

Spring	-	\$119.00
Flower Planting		\$198.00
Summer	-	\$ 49.00
Fall	-	\$198.00
Plant Chrysanthemums		<u>105.00</u>
Total		\$669.00

The total amount for the aforementioned Maintenance Schedules for the three (3) County-owned buildings is three thousand six hundred sixty-seven dollars and 00/100ths cents (\$3,667.00) for the year 2000. An Order was prepared regarding this matter.

The County Commission was in receipt of the statements from Bank One, West Virginia, Charleston, West Virginia for the Custodial Hold Account, Custodial Receipts Hold Account, Mortgage Reserve Fund, the Expense Fund and the Bond Fund in regard to the Brooke, Harrison, Marshall, Wetzel and Wood Counties, West Virginia Single Family Mortgage Revenue Refunding Bonds, Series 1992. The statements are for the period of January 1, 1999 through December 30, 1999. Documentation pertaining to the said Single Family Mortgage Revenue Refunding Bonds is on file in the Office of the County Administrator. An Order was prepared regarding this matter.

The County Commission of Wood County was in receipt of the Statements of Accounts from Bank One, West Virginia, Charleston, West Virginia in regard to the Counties of Berkeley, Boone, Fayette, Hancock, Harrison, Jackson, Jefferson, Lincoln, Logan, McDowell, Marion, Marshall, Mason, Mingo, Monongalia, Morgan, Ohio, Pleasants, Summers, Tyler, Upshur, Wetzel, Wood and Wyoming and the City of Wheeling, West Virginia Single Family Mortgage Revenue Refunding Bonds, Series 1994. The aforementioned Statements of Accounts are for the period of January 1, 1999 through December 31, 1999. All documentation pertaining to the said Single

Family Mortgage Revenue Refunding Bonds is on file in the Office of the County Administrator. An Order was prepared regarding this matter.

The County Commission of Wood County was in receipt of the Cash Statements and Asset Lists for the Escrow Account - Expense Fund, the Expense Fund, the Rebate Fund, the Bond Fund, the Principal Account Fund and the Principal Prepayment Fund from The Bank of New York, Church Street Station, New York, New York, in regard to the Wood County, West Virginia Single Family Mortgage Revenue Bond Issue, 1997 Series. The said Cash Statements and Asset Lists are for the period ending December 31, 1999. Documentation pertaining to the said Single Family Mortgage Revenue Bonds is on file in the Office of the County Administrator. An Order was prepared regarding this matter.

The County Commission of Wood County announced that twelve (12) vacancies exist on the Wood County Local Emergency Planning Committee. Said vacancies are due to the expiration of the following members' terms on December 31, 1999: Gene Burns, Roberta Cox, Tom Dent, Blaine Auville, Jr., Arnie Green, Barb Himminger, Bobbie Howard, Ed Hupp, Bill D. Adkins, D.R. Smith, Robert K. Tebay and Andrew T. Gerns. New terms will expire on December 31, 2001. An Order was prepared regarding this matter.

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, did hereby ORDER that repairs to the Bell Tower at the Wood County Courthouse, be done on an EMERGENCY BASIS as per the attached letter from Francis A. Guffey, II, FAIA, Charleston, WV. The replacement of missing and broken bricks located within the Tower Enclosure and the restoring of the deteriorated mortar joints shall be completed by Schneider Construction Company, Parkersburg, WV; and the

replacement of missing and broken roof tiles, resealing loose tiles as required, replacement of missing or deteriorated flashings as needed, providing cement grout where missing at ridge and valley tiles and providing sealant joint replacement when encountered shall be completed by Tri-State Roofing and Sheet Metal Company, Davisville, WV. The start of the aforementioned repairs shall be done as soon as possible so as not to have additional weakening of the Tower and not have increased water infiltration through missing and broken roof tiles. An Order was prepared regarding this matter.

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 AWARD the bid for an Electronic Voting System for Wood County to Casto & Harris, Inc., Spencer, WV, with the exception of the Canvas Mail Bags, which the County Commission wished to review at a later date. The bid submitted by Casto & Harris, Inc. was proposed by Election Systems & Software, Chicago, IL; Casto & Harris, Inc. is the distributor for Election Systems & Software in West Virginia. The amount of four thousand dollars and 00/100ths cents (\$4,000.00), the cost of the aforementioned one hundred (100) canvas mail bags, will be deducted from the total amount of one hundred twenty-two thousand seven hundred eighty dollars and 00/100ths cents (\$122,780.00) of the bid submitted by Casto & Harris, Inc. Therefore, the amount of one hundred eighteen thousand seven hundred eighty dollars and 00/100ths cents (\$118,780.00) is the total amount of the AWARDED bid at this time. The AWARDED bid is pursuant to an Order appearing in Order Book 64, at Page 138 and bearing the date of December 27, 1999, at which time the sole bid was opened and was taken under advisement by the County Commission of Wood County; and further pursuant to a Legal Notice appearing in both local newspapers, The Parkersburg News and

The Parkersburg Sentinel, on December 9, 1999 and on December 16, 1999, at which time the County Commission was accepting sealed bids for the aforementioned Electronic Voting System. The sole bid from Casto & Harris, Inc. is on file in the Office of the County Administrator. An Order was prepared regarding this matter.

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 Request for Reimbursement in regard to the STOP Violence Against Women Grant Number 98-VAW-005. Expenditures in the amount of three thousand seven hundred twenty-nine dollars and sixty cents (\$3,729.60) were incurred by Wood County during the month of September, 1999. However, the Request For Reimbursement is in the amount of two thousand four hundred three dollars and fifty-cents (\$2,403.50) which represents payment of contractual services provided by Kelly Little, Assistant Prosecuting Attorney, who is responsible for enhancing the Silence Affects Families Everywhere (S.A.F.E.) Team to improve the criminal justice system's response to violence against women, and for payment of advertising costs associated with the aforementioned S.A.F.E. Team. Funds in the amount of one thousand three hundred twenty-six dollars and ten cents (\$1,326.10) were utilized as cash funds, as set forth in the aforementioned Grant, and is being provided through the remaining salary and benefits provided by the County to the said Kelly Little. In addition to the Request For Reimbursement, the Monthly Progress Report, the Monthly Demographic Report, the Daily Time Records 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. An Order was prepared regarding this matter.

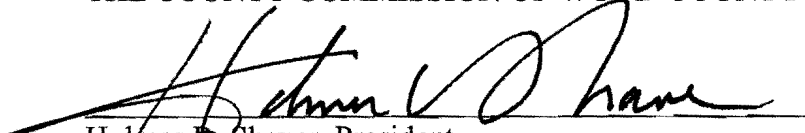
The County Commission of Wood County, upon a motion made by David A. Couch, seconded by Robert K. Tebay and made unanimous by Holmes R. Shaver, did hereby ORDER that the installation of wall panels on the first floor of the Wood County Courthouse be completed by Parkersburg Tile Company, Parkersburg, WV, for the amount of two thousand one hundred thirty-seven dollars and 00/100ths cents (\$2,137.00). Central Tile, Captain Carpet, Mark Christopher, Carpet Outlet and Family Carpet One were also contacted by telephone to see if they would be interested in the project, and none of the aforementioned vendors were interested. An Order was prepared regarding this matter.

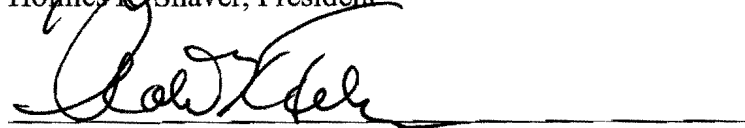
The County Commission of Wood County, upon a motion made by Robert K. Tebay, seconded by David A. Couch and passed, AUTHORIZED Holmes R. Shaver, in his official capacity as President and on behalf of the County Commission, to EXECUTE the Extended Service Plan by and between CWS, P.O. Box 26, Parkersburg, WV, and the County Commission of Wood County, Parkersburg, WV, in regard to the DC-3055 copy machine, Serial Number 37054173, located in the Office of the Prosecuting Attorney for Wood County. The term of the aforementioned Extended Service Plan shall begin on February 20, 2000 and continue through February 19, 2001 which includes one hundred twenty thousand (120,000) copies with any overage at \$.0162 per copy. The charge for the aforementioned Extended Service Plan is in the amount of one thousand eight hundred ninety dollars and 00/100ths cents (\$1,890.00) and includes labor, travel, parts, black toner, black developer and drum. 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 K. Shaver, President


Robert K. Tebay, Commissioner


David A. Couch, Commissioner

PURCHASE ORDERS APPROVED ON JANUARY 13, 2000

24942	WV Uniforms	95.20
25271	Singer Sheet Metal	1125.00
25356	WV Uniforms	416.20
25431	Ogden Newspapers	7493.85
25439	Wal-Mart	55.17
25441	Parkersburg Lock Service	55.50
25447	Parkersburg Office Supply	167.10
25465	Parkersburg Office Supply	42.55
25467	Parkersburg Office Supply	199.75
25469	Casto & Harris	1041.00
25471	Parkersburg Office Supply	79.80
25473	Parkersburg Office Supply	164.79
25475	Parkersburg Office Supply	256.00
25698	Astorg Motor Company	820.47
25700	Astorg Motor Company	38.28
25702	Miller Communications	52.00
25704	Broadwaters Motorcar	330.71
25706	Miller Communications	1.95
25708	State Electric	81.80
25710	Broadwaters Motorcar	13.01
25730	Kesterson Cleaners	374.40

25732	Consumer Credit	234.52
25734	Black Bear Paging	47.50
25736	Wharton Cadillac	50.00
25738	WV Uniforms	29.75
25742	Broadwaters Motorcar	4.51
25744	Broadwaters Motorcar	11.94
25804	Broadwaters Motorcar	103.72
25816	Runyon Lock Service	55.00
25820	Parkersburg Office Supply	116.77

To listen to these minutes, please refer to Tape #2.

Please Sign In

1/13/00

Ed Campbell
Jason Balis
Kuan Merritt
Kurt G. Moon