

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: MINUTES OF MEETING HELD
THURSDAY, SEPTEMBER 14, 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, upon a motion duly made, seconded and passed, approved Erroneous Assessment Applications in regard to real property for Gas Search Corp. – Union District (nine for 2000); American Petroleum – Clay District (2000); Roger D. & Martha L. Johnson – Clay District (2000); Teddy W. Weaver – Tygart District (2000); Linda Virden – Williams District (2000); Sharon L. McKissic – City District (2000); George Piggott – Harris District (2000).

The County Commission, upon a motion duly made, seconded and passed, approved Erroneous Assessment Applications in regard to personal property for Mary E. Alvarado – Parkersburg District (1998); Leasetec Corp. – City District (1999); Fifth Third Bank – City District (2000); Mediacom, Inc. – Lubeck District (1999); Green Tree Service – Clay District (1997, 1998 & 1999); Carl M. & Glenda Tucker – Lubeck District (2000); ADP Leasing – City District (2000); Gregory C. & Jamie L. Settle – City District (1999); Connie Linder – Slate District (2000); Ruth Carson – Clay District (1999); Nelson B. Douglass dba Waterman Douglass Assoc. – City District (2000); Mediacom, Inc. – Lubeck District (1998) and Gelco Corporation – City District (2000).

At 9:30 A.M., the County Commission met with Jamie Six, Clerk of the County Commission of Wood County and Melody Woollard, Deputy Clerk, who presented to the County Commission a list of the Pollworkers Nominees submitted by the Wood County Republican Executive Committee and a list of the Pollworkers Nominees submitted by the Wood County Democratic Executive Committee. An Order was prepared regarding this matter.

At 9:45 A.M., the County Commission met with Terry Brown from the E-911 Center to discuss the simulated smoke training that the center is wanting to do. 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 EXECUTE an AGREEMENT by and between the West Virginia Department of Transportation, Division of Highways, and the County Commission of Wood County in regard to the use of a structure owned by the Division of Highways and known as the Sunrise Church of Christ to be utilized for a simulated smoke training on September 23 and 24, 2000 by the Wood County Emergency Services, in conjunction with the Wood County Fire Fighters' Association. An Order was prepared regarding this matter.

At 10:00 A.M., the County Commission met with Gene Watkins from G.E. Watkins & Associates to discuss utility audits. Mr. Watkins stated that audit utility bills, specifically telephone bills; they look for overcharges on the bills; audit takes about six to eight weeks; when they find overcharges they write a letter to the utility company stating the overcharges and ask they be corrected; their fee to do the audit is half of what they recover; they are currently in the process of doing Ritchie, Wetzel, Tyler and Washington Counties; there are two separate types of contracts they have. Commission Shaver asked for references.

At 10:30 A.M., the County Commission held a guardianship for Hallie Cantwell, minor. Joanna Alfred, grandmother; Tasha Miller, mother; Jonathon Alfred, grandfather; Hayward

Cantwell, father; Crystal Cantwell, grandmother and Bradley Cantwell, grandfather were present for this hearing. The petition asks that Joanna Alfred be appointed guardian of Hallie Cantwell. Jay Day from the County Clerk's Office was also present for this hearing. Joanna Alfred is the grandmother and stated that the main reason for doing this is to get her granddaughter on her insurance; she has worked at Erie Insurance for 14 years; she would like her husband Jonathon Alfred to be co-guardian; Mr. Alfred also has worked for Erie Insurance for 14 years. After discussion, the County Commission, upon a motion made by David A. Couch, seconded by Robert K. Tebay and made unanimous by Holmes R. Shaver appointed Mr. and Mrs. Alfred as co-guardians of Hallie Cantwell, subject to the background checks and said motion also notes that if any monetary funds come to Hallie Cantwell, they would need to post a bond. The Alfred's stated they would go ahead and post a bond now.

At 11:00 A.M., the County Commission met with Jack Buckley, Maintenance Superintendent to discuss ADA regulations for County buildings. Signs around and inside the County buildings were discussed; accessibility to the restrooms was discussed; water fountain, telephone accessibility for the public, etc. were discussed.

Robert K. Tebay was sworn in as a member of the Mid Ohio Valley Board of Health.

Charles Mills was sworn in as a Reserve Deputy.

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 bid be awarded to Tri-State Roofing and Sheet Metal Company, Davisville, WV, for the cleaning of the existing caulk joints located at the back of the main roof built-in guttering; for installing new polyurethane caulking along joints at back of existing built-in guttering; for locating and soldering broken joints at the front edge of the existing built-in guttering; for

inspecting taped joints at the existing built-in guttering seams, if failing, removing existing tape and installing new; and replacing approximately fifty (50) broken/missing clay roof tiles. Two bids were received by the County's contractor, Keystone Waterproofing, Inc., Greensburg, PA, for the restoration of the Wood County Courthouse, although they had solicited three companies and requested bids. (Murray Sheet Metal, 3112 Seventh Street, Parkersburg, WV 26101 asked to be excused from bidding due to their excessive work load.)

The two bids were received from the following companies:

1. Tri-State Roofing & Sheet Metal Company
P.O. Box 10
Davisville, WV 26142
Bid: \$19,000.00

2. Singer Sheet Metal Company
510 East Street
Parkersburg, WV 26101
Bid: \$25,000.00 + according to Francis Guffey, Architect
(The County Commission does not have a copy of the Bid.)

An Order was prepared regarding this matter.

The County Commission of Wood County, upon a motion made by Robert K. Tebay, seconded by Holmes R. Shaver and passed, did hereby give APPROVAL to the Investment of approximately one million dollars and 00/100ths cents (\$1,000,000.00) County funds to United National Bank, Parkersburg, WV, for twenty-nine (29) months with APY Rate of 7.03% with no option to withdraw. Said action of the County Commission is pursuant to an ORDER appearing in Order Book 64, at Page 307 and bearing the date of September 7, 2000 at which time sealed proposals were opened and taken under advisement by the County Commission. Commissioner David A. Couch abstained from voting due to the fact he sits on the Board of Directors at United National Bank. 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 (VOCA) Program Grant Number 99-VA-011. Wood County incurred expenditures in the amount of two thousand three hundred twenty-seven dollars and forty-two cents (\$2,327.42) during the month of August, 2000. However, the Request for Reimbursement is in the amount of two thousand forty-three dollars and seventy-seven cents (\$2,043.77) which represents payment of contractual services provided by Diana W. Walker, Victims Advocate for Wood County and for materials/supplies to be utilized by the Victims Advocate for the VOCA Program. The amount of two hundred eighty-three dollars and sixty-five cents (\$283.65) was utilized as a cash match, as set forth in the aforementioned Grant, and represents payment of travel expenses of the Victims Advocate, office supplies utilized by the Victims Advocate, office space and salary supplement for the aforementioned Victims Advocate. In addition to the Request for Reimbursement, the Monthly Progress Report, the Monthly Statistics Report, the Daily Time Records, the Financial Recap, the Travel Expense Account and the Project Financial Report are being submitted to the Criminal Justice Services, Charleston, West Virginia. Documentation pertaining to the aforementioned Victims of Crime Act Assistance (VOCA) 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 Holmes R. Shaver and passed, did hereby EXECUTE a RESOLUTION approving the sale of United States Treasury Securities, Cusip Number 912833FRL, by Ferris, Baker Watts, Incorporated, and approving the deposit of such monies in a local depository. Commissioner

David A. Couch abstained from voting due to the fact he sits on the Board of Directors at United National Bank. 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 August 31, 2000. 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, 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 Juvenile Accountability Incentive Block Grant Program Number 99-A-D-008. Expenditures in the amount of six thousand four hundred seventy-eight dollars and one cent (\$6,478.01) were incurred by Wood County during the month of August, 2000. However, the Request for Reimbursement is in the amount of five thousand six hundred eighty-seven dollars and thirty-six cents (\$5,687.36) which represents payment of contractual services provided by Rozann Wilcox, Juvenile Justice Liaison and Larry D. Johnson, Project R.E.P.A.Y. (Responsibility Enhancement Projects for Adolescent Youth) Program Coordinator as well as travel expenses for said Larry D. Johnson. The amount of seven hundred ninety dollars and sixty-five cents (\$790.65) represents the cash match as set forth in the Juvenile Accountability Incentive Grant and is the full amount of benefits; FICA, Retirement, Workers'

Compensation and health, vision, dental, life insurance, for the Juvenile Justice Liaison employed in the Prosecuting Attorney's Office. In addition to the Request for Reimbursement, the Monthly Reports, the Financial Recap, the Daily Time Records, the Travel Vouchers, the Project Director's Monthly Report, the Demographic Reports and the Project Financial Report are being submitted to the Criminal Justice Services Office in Charleston, West Virginia.

Documentation pertaining to the aforementioned Juvenile Accountability Incentive Block Grant Program 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 EXECUTE the Authorized Signature form bearing the signature of the Chief Juvenile Probation Officer, Carol Barth, in regard to the Early Intervention/Family Support Grant Number G000829. The aforementioned form was inadvertently omitted from the Grant package mailed at an earlier date to the Department of Health and Human Resources, Parkersburg, West Virginia. Documentation pertaining to the Early Intervention/Family Support 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 sign a letter, addressed to the Criminal Justice Services, Charleston, West Virginia, which sets forth the use of remaining funds given approval by Grant Adjustment Number One in regard to the Juvenile Accountability Incentive Block Grant Number 98-A-D-017. The remaining funds will be used in the following

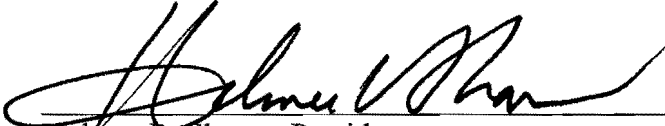
manner: one thousand dollars and 00/100ths cents (\$1,000.00) for travel/training, two thousand five hundred dollars and 00/100ths cents (\$2,500.00) for equipment, and the remaining amount of three thousand one hundred thirty-five dollars and ninety-one cents (\$3,135.91) will be used to purchase a variety of items. The aforementioned Grant Adjustment Number One (1) gives approval to extend the grant period to December 31, 2000. Documentation pertaining to the Juvenile Accountability Incentive Block Grant is on file in the Office of the County Administrator. An Order was prepared regarding this matter.

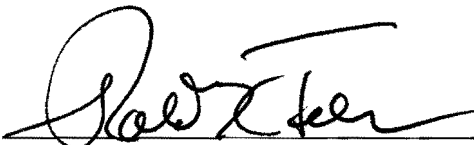
The County Commission of Wood County was in receipt of a check in the amount of four thousand seven hundred ninety-three dollars and thirty-seven cents (\$4,793.37) from the Criminal Justice Services, Charleston, West Virginia, which represents reimbursement to Wood County for expenses incurred during the month of June, 2000 in regard to the Juvenile Accountability Incentive Block Grant Number A-D-017. Receipt of the aforementioned check is pursuant to an Order appearing in Order Book 64, at Page 269 and bearing the date of July 10, 2000, at which time Robert K. Tebay, in his official capacity as President Pro Tem and on behalf of the County Commission, was AUTHORIZED to EXECUTE the Request for Reimbursement. Documentation pertaining to the Juvenile Accountability Incentive Block Grant is on file in the Office of the County Administrator. An Order was prepared regarding this matter.

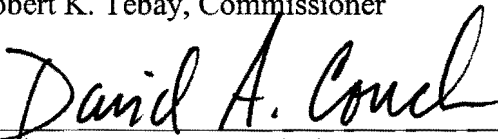
Having no further scheduled appointments or business to attend to, the County Commission adjourned at 12:00 Noon.

Approved:

THE COUNTY COMMISSION OF WOOD COUNTY


Holmes K. Shaver, President


Robert K. Tebay, Commissioner


David A. Couch, Commissioner

PURCHASE ORDERS APPROVED ON SEPTEMBER 14, 2000

25913	Lipton Chemical	460.00
25997	Broadwaters Motorcar	665.57
26017	The Gun Shop	1737.00
26019	Wal-Mart	88.06
26053	Gall's Inc.	1034.93
26059	Martin Marietta Aggregates	89.87
26061	Sam's Club	503.22
26067	Parkersburg Office Supply	40.65
26069	Broadwaters Motorcar	12.84
26081	Parkersburg Office Supply	9.60
26083	NOE Office Equipment	134.00
26085	Broadwaters Motorcar	24.44
26087	Parkersburg Office Supply	260.52
26089	Franklin Fire Equipment	136.00
26091	Astorg Motor Co.	73.00
26097	Parks Hardware	7.39
26105	Walter F. Stephens, Jr. Inc.	56.94
26111	Parks Hardware	1.79
26117	Office Max	129.99
26546	Parks Hardware	7.38
26650	Gall's Inc.	312.82

26662	Miller Communications	60.00
26708	Parkersburg Office Supply	131.62
26726	Kramer's Photo Supply	32.98
26758	Assurance Business Forms	199.74
26796	HR Direct	100.79
26804	NOE Office Equipment	106.50
26806	Broadwaters Motorcar	7.96
26808	Wharton Cadillac	110.74
26810	Workingman's Store	71.98
26812	Imperial Glass	219.68
26814	Garrison Brewer	144.00
26820	Wal-Mart	97.06
26822	Garrison Brewer	69.79
26832	Astorg Motor	51.51
26834	Office Depot	233.78
26836	Chevron USA	116.51
26838	Neutron Industries	106.38
26840	Broadwaters Motorcar	58.34
26842	Broadwaters Motorcar	20.79
26844	Broadwaters Motorcar	117.88
26846	Broadwaters Motorcar	58.34
26854	Parkersburg Office Supply'	142.28
26884	Lowe's	85.93

To listen to these minutes, please refer to Tape #35.

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SEPT. 14, 2000

PLEASE PRINT

GENE WATKINS GE WATKINS & ASSOCS.

Joanna Alfred.

Jasha Miller

Jonathan G. Alfred

JONATHAN G. ALFRED

Hayward E Cantwell

HAYWARD E. CANTWELL

CRYSTAL F. CANTWELL

BRADLEY J. CANTWELL

Tony Brown didn't sign in.

GRAND MOTHER
MOTHER OF BABY
GRAND STEP FATHER

FATHER OF BABY

GRAND MOTHER

GRAND FATHER