

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: MINUTES OF MEETING HELD
THURSDAY, DECEMBER 6, 2001

PRESENT: ROBERT K. TEBAY, PRESIDENT
RICK MODESITT, COMMISSIONER
K.D. MERRITT, COMMISSIONER

On this date, the County Commission of Wood County met in regular session. They signed orders, invoices and other correspondence.

At 10:30 A.M., the County Commission met with John Carr, Little Kanawha RC&D, John Lichiello, Wood County Solid Waste Authority, Marvin Kerr & Delmas Carr, National Resource & Conservation Society; Kathryn Drost and Ken Eakins, West Virginia Interstate Fair and Exposition. Mr. Carr stated they were here to give an update on what the group is doing, such as a project at the Fairgrounds. A copy of a handout is attached to these minutes and shall be made a part thereof.

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 upon a motion made by Rick Modesitt, seconded by K.D. Merritt and made unanimous by Robert K. Tebay appointed Steve Bayer, RS, Environmental Director at the Mid-Ohio Valley Health Department, to the L.E.P.C. (Local Emergency Planning Committee). An Order was prepared regarding this matter.

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 announced to all concerned that a vacancy exists on the Wood County Planning Commission. Said vacancy is due to John R. Miller not being able to

accept the appointment because of unforeseen circumstances. The County Commission, upon a motion made by K.D. Merritt, seconded by Rick Modesitt and made unanimous by Robert K. Tebay placed Richard "Dick" Schaffer, a member of the Plumbers & Pipefitters Local #565, in nomination per a letter from James M. Ross, President, to fill the vacancy. An Order was prepared regarding this matter.

In regard to the quote received from Tri-State Roofing and Sheet Metal Company for coping at the Wood County Holding Center, the County Commission requested that Tri-State submit a quote for materials only. The Commission felt that the County Maintenance personnel could install coping.

The County Commission also discussed County street signs. Signs may be purchased from any sign shop – green with white reflective letters - 6x18 – 3" letters and 6x24 – 6" letters.

Terry Brown, Director of Wood County Emergency Services/E-9-1-1, presented to the County Commission of Wood County a New Road Request Form from Sherlock L. George to name the road to his residence. The said Request does not interfere with the scheduled readdressing and mapping for the E-9-1-1 Master Street Addressing Guide. Sherlock L. George, along with Sherri L. Bartimus, Randy C. Vierling II, Gary W. Johnson, David Hurst, Herbert D. Johnson, Barbara Baxter, Isabelle Posey, Mary Venarchick, Maxine R. Powell and Laura D. Daniel, requested the road be named RED PEAK CIRCLE. The road to be known as RED PEAK CIRCLE provides access to the aforementioned residences as stated in Mr. George's Request Form. The road to be known as RED PEAK CIRCLE is located in Clay Taxing District, Tax Map Number 110, Parcel Number 00F1-0000, and the request by Sherlock L. George is in accordance with Chapter 7, Article 1, Section 3 of the Code of West Virginia, 1931, s amended, which deals, in part, with the County Commission naming or renaming thereof of roads, ways,

streets, avenues, drives and the like to assure uniform, nonduplicative conversion of all rural routes to city-type addressing on a permanent basis. The County Commission does hereby find that the said request, made in writing, by Sherlock L. George, and the approval from the Wood County Emergency Services/E-9-1-1 is in proper form and is hereby ORDERED to be filed. NOW, THEREFORE, the County Commission of Wood County, upon a motion duly made by K.D. Merritt, seconded by Rick Modesitt and made unanimous by Robert K. Tebay, does hereby ORDER that the aforementioned road be named RED PEAK CIRCLE. The County Commission does further ORDER that a copy of the ORDER, along with the New Road Name Request Form, be certified by the Clerk of the County Commission for entry in the Office of the Clerk of the County Commission of Wood County. An Order was prepared regarding this matter.

Terry Brown, Director of Wood County Emergency Services/E-9-1-1, presented to the County Commission of Wood County a New Road Request Form from Shirley W. Reynolds to name the road to his residence. The said Request does not interfere with the scheduled readdressing and mapping for the E-9-1-1 Master Street Addressing Guide. Shirley W. Reynolds, along with John F. Modesitt, Alberdia R. Wilson, Howard J. Bussey, Jr., David C. Keller and Michael W. Whited, requested the road be named MORRISON LANE. The road to be known as MORRISON LANE provides access to the aforementioned residences as stated in Mr. Reynolds' Request Form. The road to be known as MORRISON LANE is located in Clay Taxing District, Tax Map Number 230, Parcel Number B5, and the request by Shirley W. Reynolds is in accordance with Chapter 7, Article 1, Section 3 of the Code of West Virginia, 1931, as amended, which deals, in part, with the County Commission naming or renaming thereof of roads, ways, streets, avenues, drives and the like to assure uniform, nonduplicative conversion of all rural routes to city-type addressing on a permanent basis. The County

Commission does hereby find that the said request, made in writing, by Shirley W. Reynolds, and the approval from the Wood County Emergency Services/E-9-1-1 is in proper form and is hereby ORDERED to be filed. NOW, THEREFORE, the County Commission of Wood County, upon a motion duly made by K.D. Merritt, seconded by Rick Modesitt and made unanimous by Robert K. Tebay, does hereby ORDER that the aforementioned road be named MORRISON LANE. The County Commission does further ORDER that a copy of the ORDER, along with the New Road Name Request Form, be certified by the Clerk of the County Commission for entry in the Office of the Clerk of the County Commission of Wood County.

Terry Brown, Director of Wood County Emergency Services/E-9-1-1, presented to the County Commission of Wood County a New Road Request Form from Kara Hofmann to name the road to her residence. The said Request does not interfere with the scheduled readdressing and mapping for the E-9-1-1 Master Street Addressing Guide. Kara Hofmann, along with Sandra K. Hofmann and Roger F. Hofmann, requested the road be named HOFMANN LANE. The road to be known as HOFMANN LANE provides access to the aforementioned residences as stated in Ms. Hofmann's Request Form. The road to be known as HOFMANN LANE is located in Lubeck Taxing District, Tax Map Number 110, Parcel Number K, and the request by Kara Hofmann is in accordance with Chapter 7, Article 1, Section 3 of the Code of West Virginia, 1931, as amended, which deals, in part, with the County Commission naming or renaming thereof of roads, ways, streets, avenues, drives and the like to assure uniform, nonduplicative conversion of all rural routes to city-type addressing on a permanent basis. The County Commission does hereby find that the said request, made in writing, by Kara Hofmann, and the approval from the Wood County Emergency Services/E-9-1-1 is in proper form and is hereby ORDERED to be filed. NOW, THEREFORE, the County Commission of Wood

County, upon a motion duly made by K.D. Merritt, seconded by Rick Modesitt and made unanimous by Robert K. Tebay, does hereby ORDER that the aforementioned road be named HOFMANN LANE. The County Commission does further ORDER that a copy of the ORDER, along with the New Road Name Request Form, be certified by the Clerk of the County Commission for entry in the Office of the Clerk of the County Commission of Wood County.

Terry Brown, Director of Wood County Emergency Services/E-9-1-1, presented to the County Commission of Wood County a New Road Request Form from Alfred L. Buchanan to name the road to his residence. The said Request does not interfere with the scheduled readdressing and mapping for the E-9-1-1 Master Street Addressing Guide. Alfred L. Buchanan, along with James Andrews, requested the road be named HILLTOP LANE. The road to be known as HILLTOP LANE provides access to the aforementioned residences as stated in Mr. Buchanan's Request Form. The road to be known as HILLTOP LANE is located in Lubeck Taxing District, Tax Map Number 440, Parcel Number 00B2-0000, and the request by Alfred L. Buchanan is in accordance with Chapter 7, Article 1, Section 3 of the Code of West Virginia, 1931, as amended, which deals, in part, with the County Commission naming or renaming thereof of roads, ways, streets, avenues, drives and the like to assure uniform, nonduplicative conversion of all rural routes to city-type addressing on a permanent basis. The County Commission does hereby find that the said request, made in writing, by Alfred L. Buchanan, and the approval from the Wood County Emergency Services/E-9-1-1 is in proper form and is hereby ORDERED to be filed. NOW, THEREFORE, the County Commission of Wood County, upon a motion duly made by K.D. Merritt, seconded by Rick Modesitt and made unanimous by Robert K. Tebay, does hereby ORDER that the aforementioned road be named HILLTOP LANE. The

County Commission does further ORDER that a copy of the ORDER, along with the New Road Name Request Form, be certified by the Clerk of the County Commission for entry in the Office of the Clerk of the County Commission of Wood County.

Terry Brown, Director of Wood County Emergency Services/E-9-1-1, presented to the County Commission of Wood County a New Road Request Form from Irlene Barnhouse to name the road to her residence. The said Request does not interfere with the scheduled readdressing and mapping for the E-9-1-1 Master Street Addressing Guide. Irlene Barnhouse, along with Arnold Brown, requested the road be named MERRILL LANE. The road to be known as MERRILL LANE provides access to the aforementioned residences as stated in Ms. Barnhouse's Request Form. The road to be known as MERRILL LANE is located in Lubeck Taxing District, Tax Map Number 260, Parcel Number V, and the request by Irlene Barnhouse is in accordance with Chapter 7, Article 1, Section 3 of the Code of West Virginia, 1931, as amended, which deals, in part, with the County Commission naming or renaming thereof of roads, ways, streets, avenues, drives and the like to assure uniform, nonduplicative conversion of all rural routes to city-type addressing on a permanent basis. The County Commission does hereby find that the said request, made in writing, by Irlene Barnhouse, and the approval from the Wood County Emergency Services/E-9-1-1 is in proper form and is hereby ORDERED to be filed. NOW, THEREFORE, the County Commission of Wood County, upon a motion duly made by K.D. Merritt, seconded by Rick Modesitt and made unanimous by Robert K. Tebay, does hereby ORDER that the aforementioned road be named MERRILL LANE. The County Commission does further ORDER that a copy of the ORDER, along with the New Road Name Request Form, be certified by the Clerk of the County Commission for entry in the Office of the Clerk of the County Commission of Wood County.

Terry Brown, Director of Wood County Emergency Services/E-9-1-1, presented to the County Commission of Wood County a New Road Request Form from Donald J. Sandy to name the road to his residence. The said Request does not interfere with the scheduled readdressing and mapping for the E-9-1-1 Master Street Addressing Guide. Donald J. Sandy, along with Maye P. Ayers, requested the road be named SANDY DRIVE. The road to be known as SANDY DRIVE provides access to the aforementioned residences as stated in Mr. Sandy's Request Form. The road to be known as SANDY DRIVE is located in Clay Taxing District, Tax Map Number 30, Parcel Number K, and the request by Donald J. Sandy is in accordance with Chapter 7, Article 1, Section 3 of the Code of West Virginia, 1931, as amended, which deals, in part, with the County Commission naming or renaming thereof of roads, ways, streets, avenues, drives and the like to assure uniform, nonduplicative conversion of all rural routes to city-type addressing on a permanent basis. The County Commission does hereby find that the said request, made in writing, by Donald J. Sandy, and the approval from the Wood County Emergency Services/E-9-1-1 is in proper form and is hereby ORDERED to be filed. NOW, THEREFORE, the County Commission of Wood County, upon a motion duly made by K.D. Merritt, seconded by Rick Modesitt and made unanimous by Robert K. Tebay, does hereby ORDER that the aforementioned road be named SANDY DRIVE. The County Commission does further ORDER that a copy of the ORDER, along with the New Road Name Request Form, be certified by the Clerk of the County Commission for entry in the Office of the Clerk of the County Commission of Wood County.

The County Commission of Wood County was in receipt of the fully EXECUTED Grant Program Contract between the WEST VIRGINIA DEVELOPMENT OFFICE and the WOOD COUNTY COMMISSION in regard to the Erickson All-Sports Facility. Receipt of such fully

EXECUTED Grant Program Contract is pursuant to an ORDER appearing in Order Book 65, at Page 45 and bearing the date of October 25, 2001, at which time the aforementioned Grant Program Contract was EXECUTED by Robert K. Tebay, in his official capacity as President and on behalf of the County Commission. The West Virginia Development Office has changed the Grant funding from the Local Economic Development Assistance Grant to the Governor's Community Partnership Grant. Documentation pertaining to the said 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 Grant Adjustment Notice Number Six (6) from the Division of Criminal Justice Services, Charleston, West Virginia, in regard to the Juvenile Accountability Incentive Block Grant Number 99-A-D-008. The aforementioned Grant Adjustment Notice DEOBLIGATES remaining funds in the amount of ninety dollars and sixty-nine cents (\$90.69) and therefore CLOSES Grant Number 99-A-D-008. 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, upon a motion made by Rick Modesitt, seconded by K.D. Merritt and passed, did hereby AUTHORIZE Robert K. Tebay, in his official capacity as President and on behalf of the County Commission, to EXECUTE the Request for Reimbursement in regard to the Combating Underage Drinking Program Grant Number 01-UD-005. Expenditures in the amount of two thousand four hundred forty-four dollars and thirty-five cents (\$2,444.35) were incurred by Wood County during the month of November, 2001, which represents payment of contractual services provided by Kelly Earley, Coordinator of Project S.O.B.E.R. (Services, Observation, Behavior Modification, Education and Rehabilitation), for travel expenditures of the said Coordinator of Project S.O.B.E.R., and for office materials for the

said Project S.O.B.E.R. In addition to the Request for Reimbursement; the Monthly Report; the Financial Recap; the Daily time Records; the Project Director's Monthly Report; the S.O.B.E.R. Enforcing the Underage Drinking Laws Grant Program Documents; the Travel Vouchers; and the Project Financial Report are being submitted to the Criminal Justice Services, Charleston, West Virginia. An Order was prepared regarding this matter.

The County Commission of Wood County, upon a motion made by Rick Modesitt, seconded by K.D. Merritt and passed, did hereby AUTHORIZE Robert K. Tebay, 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 00-VA-042. Wood County incurred expenditures in the amount of three thousand nine hundred sixty dollars and fifty-eight cents (\$3,960.58) during the month of November, 2001. However, the Request for Reimbursement is in the amount of three thousand four hundred sixty-nine dollars and fifty-one cents (\$3,469.51) which represents payment of contractual services provided by Diana W. Walker, Victims Advocate for Wood County, and for payment of contractual services provided by Sophia Angelos, Victims Advocate Assistant. The amount of four hundred fifty-seven dollars and seven cents (\$457.07) was utilized as a cash match, as set forth in the aforementioned Grant, and represents payment of office supplies, copies and salary benefits (FICA, Retirement and Workers' Compensation) of the said Victims Advocate. The amount of thirty-four dollars and 00/100 (\$34.00) 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 for the Victims Advocate, the Monthly Progress Report for the Victims Advocate Assistant, the Monthly Statistics Report, the Daily Time Records of the Victims Advocate, the Daily Time Records of the Victims Advocate Assistant,

the Financial Recap 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 was in receipt of a check from the State of West Virginia in the amount of four thousand one hundred seventeen dollars and eight cents (\$4,117.08), which represents reimbursement to Wood County for expenses incurred during the month of September, 2001, in regard to the Juvenile Accountability Incentive Block Grant Number 00-A-D-059. Receipt of the aforementioned check is pursuant to an Order appearing in Order Book 65, at Page 44 and bearing the date of October 25, 2001, at which time the Request for Reimbursement was EXECUTED by Robert K. Tebay, in his official capacity as President and on behalf of the County Commission. 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 three thousand six hundred fifteen dollars and twenty cents (\$3,615.20) from the State of West Virginia which represents reimbursement to Wood County for expenses incurred during the month of October, 2001 in regard to the Victims of Crime Act (VOCA) Program Grant Number 00-VA-042. Receipt of the aforementioned check is pursuant to an ORDER appearing in Order Book 65, at Page 52 and bearing the date of November 8, 2001, at which time Robert K. Tebay, 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 VOCA 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 Rick Modesitt, seconded by K.D. Merritt and made unanimous by Robert K. Tebay, AMENDS the Order dated May 3, 2001 in regard to the ADOPTION of the following Bidding Procedure in reference to Purchasing in Open Market or Competitive Bids as authorized by West Virginia Code Chapter 7, Article 1, Section 11. Said addition to this Order is in bold print and underlined.

Accordingly, it is hereby ORDERED that henceforth the purchase of and contract for commodities and printing over fifteen thousand (\$15,000.00) dollars, shall be based upon, in part, by the rules and regulations followed by the State of West Virginia Code Chapter 5A, Article 3, Section 1 et seq.

**COMPETITIVE BIDS; PUBLICATION OF SOLICITATIONS FOR SEALED BIDS;
PURCHASE OF PRODUCTS OF NONPROFIT WORKSHOPS.**

A purchase of and contract for commodities, printing and services shall be based, whenever possible, on competitive bids. The County Commission shall solicit sealed bids for the purchase of commodities and printing, which is estimated to exceed Fifteen Thousand (\$15,000.00) Dollars. No County Official or County Office shall issue a series of requisitions, which would circumvent this Fifteen Thousand (\$15,000.00) Dollar maximum. The County Commission may permit bids by facsimile transmission machine to be accepted in lieu of sealed bids; Provided, that an original bid is received within two working days following the date specified for bid opening. Bids shall be obtained by public notice. The notice may be published by any advertising medium the County Commission deems advisable. Bids shall be obtained by public notice published as a Class II legal advertisement in compliance with the provisions of


Article 3, Chapter 59 of the Code of West Virginia (59-31-1 et seq.) and the publication area for such publication shall be the County where the department or agency making the requisition is located. Such notice shall be published within the fourteen (14) days next preceding the final day of submitting bids. The County Commission may also solicit sealed bids by sending requests by mail to prospective suppliers and by posting notice on a bulletin board in the Wood County Courthouse: Provided, however, that the County Commission shall, without competitive bidding, purchase commodities and printing produced and offered for sale by nonprofit workshops, as defined in West Virginia Code Section 5A-1-1 et seq., which are located in this state: Provided further, that such commodities and printing shall be of a fair market price and of like quality comparable to other commodities and printing otherwise available as determined by the County Commission with the advice of the County Official or County Office needing the commodities and printing. Bids shall not be altered or withdrawn after the appointed hour for the opening of such bids. All open market orders, purchases based in advertised bid requests or contracts made by the County Commission shall be awarded to the lowest responsible bidder, taking into consideration, among other things, the qualities of the articles to be supplied, their conformity with the specifications, their suitability to the requirements of the County and the delivery terms. Any or all bids may be rejected. If all bids received on a pending contract are for the same unit price or total amount, the County Commission shall have authority to reject all bids, and to purchase the required commodities, printing and services in the open market, if the price paid in the open market does not exceed the bid prices. **If no bids are received at the time of bid opening, the County Commission shall have authority to negotiate on a one-to-one basis with contractors who were present at the pre-bid meeting, if such a pre-bid meeting was a requirement and was set forth in the bid specifications.** Bids must be

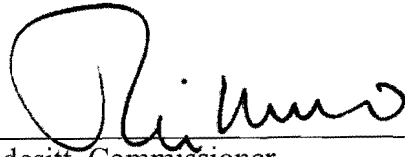
received at the respective office prior to the specified date and time of the bid openings. The failure to deliver or the nonreceipt of a bid prior to the appointed date and hour are grounds for rejection of the bids. After the award of the order or contract, the County Commission, or someone appointed by them for that purpose, shall indicate upon the successful bid that it was the successful bid. Thereafter, the bid shall be maintained as a public record, shall be open to public inspection and shall not be destroyed without the written consent of the County Commission: Provided, that a County Official or County Office may certify in writing to the County Commission the need for a specific item essential to a particular usage and the County Commission, upon review of such certification, may provide for the purchase of said specific items in the open market without competitive bids. The County Commission may authorize, in writing, a County Official or County Office to purchase in the open market, without competitive bidding, specific commodities for immediate delivery to meet bona fide emergencies arising from unforeseen causes, including, but not limited to, delays by contractors, delays in transportation and unanticipated volume of work. A report of any such purchase, shall be submitted at once to the County Commission by the County Official or County Office, together with a full account of the circumstances of the emergency. Such report shall be entered of record and shall be open to public inspection. 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


Robert K. Tebay, President



Rick Modesitt, Commissioner



K. D. Merritt, Commissioner

To listen to this meeting, please refer to Tape #131.

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GROUP PLANNING SESSION NOTES

WV INTERSTATE FAIR GROUNDS

Forward Look at Projects

December 4, 2001

Attending planning session:

Kathryn Drost, WVIF Liaison Board Member
Kenny Eakins, WVIF Board Member
Marvin Kerr, NRCS Conservation Technician
John Lichiello, Wood County Solid Waste Authority
John Carr, Little Kanawha RC&D Council

Projects:

Campground access Road:

Campers will gain access to the future campgrounds by a road across the lake dam. The section (520 ft.) from the existing service road gate across the dam and emergency spillway will be surfaced as soon as plans are finalized with funds and services secured. The section (500Ft.) of the service road modified during construction of the lake will be improved. Two-way traffic access will be provided requiring approximately 16 feet road width,

Shredded Shingles Demonstration Project:

(Material is diverted product of landfill) Options for base material are crushed stone or shredded shingles. Economics of these options are site and project specific. Use of shredded shingles is being pursued. Sub-grade will be prepared by excavating approximately 3 inches for containment and utilization of underlay.

Current examples of shingles utilization are:

Parking lot in Wirt Count, access road at Camp Barb 4-H Camp and walking trail in Lubeck.

Project Consideration:

Research availability of shingles to secure for shredding
Obtain approval of WV Department of Environmental Protection

Spread shredded shingles with grader or dozer
Compact with roller or vehicle traffic (temperature sensitive)
Approximately six inches in depth is required
Road width 16 feet.

Potential project partners with the West Virginia Interstate Fair Board:

Little Kanawha RC&D Council
Wood County Commission
Wood County Solid Waste Authority

Lake Improvement:

Monitor bank erosion to determine areas with protection needs..

Outlet Channel.

Grade and shape and vegetate approximately 200 feet of outlet channel.

Grade and shape approximately one acre of topsoil storage area.

Campgrounds:

Obtain professional planning assistance for site plan.

Options discussed:

Steve McBride with West Virginia University

As built Topo survey to be requested through RC&D for plan of campgrounds

Trails:

Option to construct walking trail around lake.

Option to include trail in campground plans for optimum access.

Option to insure compatibility for consideration or upland wooded areas.

Option to fulfill needs of local and regional groups of runners clubs.

December 6, 2001

John Carr Little Konowha RCTD

John Lichetto WLS WH

Marvin Kerr NRCS

Delmas Carr NRCS

Kathryn Drost WUITE

Ken Eakin WOIFE

TJB Wood County OES/211