

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: MINUTES OF MEETING HELD
THURSDAY, DECEMBER 23, 2002

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

ABSENT: K.D. MERRITT, COMMISSIONER

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

At 10:30 A.M., the County Commission met with Ron Salter from Salter and Associates, to discuss an Economic Development Direct Mail Program. Mr. Salter discussed a flyer and a clock that would be in a mailer to send to potential businesses. After discussion, the County Commission of Wood County, upon a motion made by Rick Modesitt, seconded by Robert K. Tebay and passed, did hereby AUTHORIZE the purchase of fifty (50) solid brass rectangle alarm clocks from Salter and Associates, Parkersburg, WV. The aforementioned purchase is an Economic Development "Time Out" Promotional purchase which includes a set up charge in the amount of fifty dollars and 00/100ths cents (\$50.00), and the charge for the aforementioned clocks is in the amount of twelve dollars and fifty cents (\$12.50) with an additional charge of five dollars and 00/100ths cents (\$5.00) for an acid etched medallion logo. The aforementioned Promotional purchase includes a brochure, shipping box and a letter signed by the County Commission of Wood County. The fee for Salter and Associates to prepare such Promotional purchase was not discussed at this meeting; Ron Salter will return to the County Commission at a later date with his charge for his services. Such purchase to be

taken from proceeds received from the West Virginia Lottery. An order was prepared regarding this matter.

Jay Day, Administrative Assistant to the County Clerk, discussed a probate matter with the Commission.

James Miracle was sworn in as a member of the Wood County Historic Landmarks Commission.

The County Commission of Wood County, upon a motion made by Rick Modesitt, seconded by Robert K. Tebay and passed placed Larry Godfrey in nomination for reappointment to the Wood County Parks and Recreation Commission (Mountwood Park). Said nomination is pursuant to an Order appearing in Order Book 51, at Page 433 and bearing the date of April 1, 1991, which deals with the procedure policy for appointment to boards and authorities. 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, AUTHORIZED Robert K. Tebay, in his official capacity as President and on behalf of the County Commission, to EXECUTE the Grant Contract Agreement by and between the West Virginia Department of Transportation, Division of Motor Vehicles and the Wood County Commission in regard to the Regional Highway Safety Safe Communities Program Grant Number F03-HS-11 for Wood and Jackson Counties. The term of the aforementioned Contract Agreement is to commence on October 1, 2002, and shall continue until September 30, 2003, and is in the amount of one hundred twenty two thousand one hundred seven dollars and 00/100ths cents (\$122,107.00). The terms of the aforementioned Agreement may from time to time require changes in the scope of services. All such changes shall be agreed upon between both parties and shall be in writing. The County

Commission shall hold and save the Department of Motor Vehicles and its officers, agents and employees harmless from liability of any nature, including cost and expense, for or on account of any suits or damages of any character whatsoever resulting from injuries or damages sustained by any persons or property resulting in whole or in part from the negligent performance or omission of any employee, agent or representative of the County Commission of Wood County. An Order was prepared regarding this matter.

The County Commission of Wood County, upon a motion made by K.D. Merritt, seconded by Rick Modesitt 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 Safe Communities Program Grant Number F02HS-13. Expenditures in the amount of fourteen thousand one hundred sixty-five dollars and forty-six cents (\$14,165.46) were incurred by Wood County during the period of October and November, 2002, and represents payment of contractual services provided by Tiano-Knopp Associates, Inc., Grant Consultants for Wood County; for travel and training expenses incurred by the aforementioned Grant Consultants; for materials, supplies and postage as set forth in the said Grant; for overtime expenses incurred by the City of Parkersburg for law enforcement officials who participated in the Child Safety Seat Clinics, for the purchase of radar units by the City of Williamstown, and for the purchase of radar units by the City of Vienna. In addition to the Request for Reimbursement, the Grant Progress Report; the Time and Attendance Reports for the Grant Consultants; the Travel and Expense Accounts for the Grant Consultants; bulk mailing postage; the Weekly Time Records for law enforcement officers from the Parkersburg Police Department; and the Project Financial Reports are being submitted to the West Virginia Highway Safety Program, Charleston, West Virginia. Documentation pertaining to the Safe

Communities Program Grant is on file in the Office of the County Administrator. An Order was prepared regarding this matter.

The County Commission was in receipt of the Approval of the Request for Revision to Approved Budget from the Department of Tax and Revenue, Charleston, West Virginia, in regard to Revision No. 6 in the General County Fund budget for the fiscal year 2002/2003. Receipt of said Approval is pursuant to an Order appearing in Order Book 65, at Page 375 and bearing the date of December 16, 2002 at which time the Request for Revision was signed by Robert K. Tebay, President of the Wood County Commission. An Order was prepared regarding this matter.

Ginny Conley, Prosecuting Attorney for Wood County, presented unto the County Commission of Wood County an Application in which it is requested that the Honorable Robert E. Wise, Jr., Governor of the State of West Virginia, issue a requisition on the Governor of the State of Ohio for the extradition of Gary L. Everett, who stands charged with Felony False Pretense, which offense was committed in the County of Wood, in the State of West Virginia, in September, 2002, and who is now a fugitive from justice of the State of West Virginia and, as the Prosecuting Attorney is informed, is now within the jurisdiction of the said State of Ohio, in the County of Washington, and in the City of Marietta. The date of birth of the said Gary L. Everett is August 24, 1946; Social Security Number [REDACTED] white male with brown hair; hazel eyes; 5'9" tall, 155 lbs. The said Application was signed by Robert K. Tebay, President of the Wood County Commission, upon a motion made by K.D. Merritt, seconded by Rick Modesitt and passed. 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 West Virginia Route 2 and Interstate 68 Authority due to the resignation of William E. Mildren, Jr. An Order was prepared regarding this matter.

The County Commission of Wood County, upon a motion made by Rick Modesitt, seconded by Robert K. Tebay and passed, did hereby AUTHORIZE Robert K. Tebay, in his official capacity as President and on behalf of the County Commission, to EXECUTE the Certification of Grant Completion in regard to the Local Economic Development Assistance (LEDA) Program Grant Number 03-0290 for the Mineral Wells Volunteer Fire Department. The aforementioned Grant provided funds in the amount of twenty-nine thousand five hundred sixty dollars and 00/100ths cents (\$29,560.00) for the purchase of a breathing air compressor and radios for the fire engines. Documentation pertaining to the Local Economic Development Assistance Program Grant is on file in the Office of the County Administrator. 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, upon a motion made by Rick Modesitt, seconded by Robert K. Tebay and passed, placed Joe Lockhart of the Mid Ohio Valley Transit Authority and Phil Losh of the Department of Highways in nomination for the Wood County Local Emergency Planning Committee. 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 Combating Underage Drinking Program Grant Number 02-

UD-79. Expenditures in the amount of two thousand five hundred seventy-five dollars and ninety cents (\$2,575.90) were incurred by Wood County during the month of November, 2002 which represents payment of contractual services provided by Kelly Shook, 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.; for "buy" money and overtime compensation for law enforcement officers of the City of Vienna in regard to the STING Operation; and further represents "buy money" and overtime compensation for law enforcement officers of the Wood County Sheriff's Department in regard to the STING Operation. In addition to the Request for Reimbursement, the Monthly Report, the Financial Recap, the Daily Time Records for the Coordinator of Project S.O.B.E.R., the Project Director's Monthly Reports, the S.O.B.E.R. Enforcing the Underage Drinking Compliance Checks Documents and the Project Financial Report are being submitted to the Criminal Justice Services, Charleston, West Virginia. Documentation pertaining to the Combating Underage Drinking 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 was in receipt of the fully Executed Local Economic Development Assistance Grant Program Contract between the West Virginia Development Office and the Wood County Commission in regard to funding in the amount of twenty-nine thousand five hundred sixty dollars and 00/100ths cents (\$29,560.00) for the Mineral Wells Volunteer Fire Department. Receipt of the aforementioned fully Executed Grant Program Contract is pursuant to an ORDER appearing in Order Book 65, at Page 352 and bearing the date of November 7, 2002, at which time the Grant Program Contract was Executed by Robert K. Tebay, in his official capacity as President and on behalf of the County

Commission. Documentation pertaining to the Local Economic Development Assistance Grant 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 Rick Modesitt, seconded by Robert K. Tebay and passed, did hereby AUTHORIZE Robert K. Tebay, in his official capacity as President and on behalf of the County Commission, to EXECUTE the AGREEMENT by and between Westbrook Health Services Incorporated, Parkersburg, WV, and the Wood County Commission, Parkersburg, WV. The said Westbrook Health Services Incorporated shall provide commitment services in Wood County, West Virginia and shall be compensated by the Wood County Commission in the amount of fifty-five thousand dollars and 00/100ths cents per year in quarterly installments. The aforementioned AGREEMENT shall begin July 1, 2002 and continue through June 30, 2004 and must be affirmed every year by the County Commission at its Annual Organizational Meeting. If changes to the mental hygiene system are made either judicially, legislatively or otherwise which affect this AGREEMENT, the parties will renegotiate the terms consistent with those changes. Either party may terminate this AGREEMENT immediately upon delivery of a thirty (30) day notice, in writing, to the other by depositing in the United States Mail, first class postage, with return receipt requested; or by delivering the notice personally. An Order was prepared regarding this matter.

The County Commission of Wood County, upon a motion made by Rick Modesitt, seconded by Robert K. Tebay and passed, does hereby ORDER that the list of Refund Checks, prepared by the Wood County Sheriff's Tax Office, be CANCELLED and the money be placed in the General County Fund. The total amount of the aforementioned Refund Checks is three

hundred fifty-one dollars and seventy-six cents (\$351.76) and date back to February 7, 2001. An Order was prepared regarding this matter.

The County Commission of Wood County, upon a motion made by Robert K. Tebay, seconded by Rick Modesitt and passed, did hereby AUTHORIZE an allocation in the amount of eight hundred dollars and 00/100ths cents (\$800.00) to the Mid-Ohio Valley Chapter of the American Red Cross to be utilized for one month of rent expense. Such allocation is to be taken from the West Virginia Lottery funds received by Wood County. An Order was prepared regarding this matter.

The County Commission of Wood County, upon a motion made by Rick Modesitt, seconded by Robert K. Tebay 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 Juvenile Accountability Incentive Block Grant Number 01-AD-108. Expenditures in the amount of seven thousand forty-six dollars and eighty-two cents (\$7,046.82) were incurred by Wood County during the month of November, 2002. However the Request For Reimbursement is in the amount of five thousand four hundred ninety-seven dollars and sixty cents (\$5,497.60) which represents payment of contractual services provided by Rozann Wilcox, Juvenile Justice Liaison; represents payment of contractual services provided by Michelle Buckley, Project R.E.P.A.Y./Youth Transition Coordinator and further represents payment of travel expenses for Michelle Buckley. The amount of one thousand ninety-nine dollars and fifty-two cents (\$1,099.52) represents the cash match as set forth in the Juvenile Accountability Incentive Block 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 Travel Expense forms of the Project R.E.P.A.Y./Youth Transition Coordinator; the Daily Time Record for the Project R.E.P.A.Y./Youth Transition Coordinator and for the Juvenile Justice Liaison; the Project Director's Monthly Reports from both the Project R.E.P.A.Y. Program Coordinator and the Juvenile Justice Liaison, the Demographic Reports for both the Project R.E.P.A.Y. Program Coordinator and the Juvenile Justice Liaison; and the Project Financial Report are being submitted to the Criminal Justice Services Office in Charleston, West Virginia. 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 GOVERNOR'S COMMUNITY PARTNERSHIP GRANT PROGRAM CONTRACT between THE WEST VIRGINIA DEVELOPMENT OFFICE and the WOOD COUNTY COMMISSION in regard to funds allocated to the Rural Community Assistance Program (RCAP). The aforementioned funds are in the amount of twenty thousand dollars and 00/100ths cents (\$20,000.00) and are to be utilized for the purchase of pumps and pump repairs, valving and plumbing improvement, chlorinators and meters for system improvement for small local drinking water authorities by the Rural Community Assistance Program (RCAP). The aforementioned Grant Program shall be completed by June 30, 2002 and may only be extended by mutual written agreement of both parties dependent on the reappropriation of funds under the Governor's Community Partnership Grant Program. Any changes to the scope of the services of the work to be performed, as stated above, shall be mutually agreed

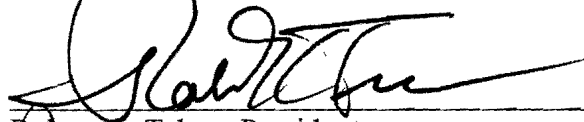
upon by and between the West Virginia Development Office and the County Commission, and shall be incorporated in written agreements to this Contract. The aforementioned Contract may be terminated by giving written notice, one party to the other party, and specifying the effective date of such termination. Sealed bids must be solicited for all commodities or supplies related to this Project, which have an estimated value of over ten thousand dollars and 00/100ths cents (\$10,000.00). An Order was prepared regarding this matter.

The County Commission of Wood County, upon a motion made by Rick Modesitt, seconded by Robert K. Tebay and passed, did hereby AUTHORIZE Robert K. Tebay, in his official capacity as President and on behalf of the County Commission, to enter into an Addendum to Contract of Lease Number VET-006-603 by and between the County Commission of Wood County, herein referred to as "Lessor", and the State of West Virginia, by the Department of Administration, Leasing Section, herein referred to as "Lessee" for and on behalf of the Division of Veterans Affairs, herein referred to as "Tenant". Said Addendum to Contract of Lease renews the lease for two (2) rooms containing approximately five hundred twenty-nine (529) square feet, more or less, on the fourth floor of the Wood County Courthouse, No. 1 Court Square in the City of Parkersburg, County of Wood, West Virginia, to be used by Veterans Affairs. Monthly rent is two hundred fifty dollars and 00/100ths cents (\$250.00) and the term of the lease will be for a twelve (12) month period beginning on July 1, 2003 and ending at midnight on June 30, 2004. An Order was prepared regarding this matter.

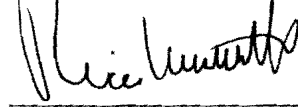
Having no further scheduled appointments or business to attend to, the County Commission adjourned at 12:00 Noon.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY



Robert K. Tebay, President



Rick Modesitt, Commissioner

PURCHASE ORDERS APPROVED ON DECEMBER 23, 2002

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To listen to this meeting, please refer to Tape #226.

DBC (23)

Don Satter, S&A

Agenda 10:30