

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: MINUTES OF MEETING HELD  
MONDAY, SEPTEMBER 16, 2002

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 purchase orders, invoices and other correspondence.

At 10:30 A.M., the County Commission met with Ginny Conley, Prosecuting Attorney, to discuss mentals that are handled by Westbrook. Also in attendance were Jo Ann Powell and Holly Maynard from Westbrook. Ms. Conley stated that the figures have increased and they want their contract amount increased. An agreement needs to be made with Ohio Counties so that Wood County doesn't have to pay for people from Ohio. Ms. Conley also stated that a case-by-case payment might be better to see where the patients are coming from. More discussion took place.

At 11:15 A.M., the County Commission met with Mike Shaffer to discuss a new web site for Wood County.

At 11:30 A.M., the County Commission met with Tim Knopp, Grant Consultant and Tammy Hardman, Counseling and Wellness Center. After discussion about the P.E.A.C.E. Program, 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 an AGREEMENT by and between the County Commission of Wood County, West Virginia and the Counseling and Wellness Center, 926 Market Street, Parkersburg, WV, in regard to the

Juvenile Justice and Delinquency Prevention Program Number 02-JJV-079. The County Commission of Wood County is the recipient of funds from the State of West Virginia's Office of Military Affairs and Public Safety, Division of Criminal Justice Services, Juvenile Justice and Delinquency Prevention Grant for the purpose of conducting P.E.A.C.E. (Program With Emphasis on Anger Control and Empathy) programs aimed at anger management for youth and their parents. The aforementioned Counseling and Wellness Center shall provide counseling services to the County Commission through the Juvenile Probation Office. Youth in the said P.E.A.C.E. Program will attend sixteen (16) counseling sessions, each being seventy-five (75) minutes in duration. The goals being the ability to identify internal triggers, emotions, and body signals; skills acquisition; improved ability to recognize, and take responsibility for consequences of actions; and the renewal of development of a more positive bond with family and the community. The Counseling and Wellness Center will coordinate these counseling sessions with the Juvenile Probation Office and will work with them with regards to any other P.E.A.C.E. Program highlights which would include advocates for victims rights; community services opportunities; certified active parenting counselors; will participate in any necessary meetings to assess the strengths and weaknesses of the P.E.A.C.E. Program; maintain records of contracts with each and all of the youth and/or their parents; will refer to other counseling resource agencies; will maintain a professional liability insurance policy; and any books, documents, papers and records directly pertaining to this AGREEMENT shall be available to the County Commission of Wood County, the Juvenile Probation Office, the Division of Criminal Justice, Federal Awarding Agency, Inspector General, Comptroller General of the United States, State Auditors, Program Monitors or any duly authorized representative for the purpose of making an audit, examination, excerpts, transcripts and copies of such documents.

The County Commission of Wood County shall compensate the Counseling and Wellness Center at the rate of two hundred fifty-four dollars and 00/100ths cents (\$254.00) per each counseling session regardless of the number of occupants. There shall be four (4) groups of not more than ten (10) persons, each of the four (4) groups shall consist of sixteen (16) counseling sessions for the youth and eight (8) counseling sessions for the parents; twenty-four (24) sessions x four (4) groups x \$234.00/session = \$24,384.00, the maximum amount that will be compensated to the Counseling and Wellness Center. Funds in the amount of five hundred dollars and 00/100ths cents (\$500.00) will be provided through the aforementioned Grant to enable the purchase of forty-four (44) books entitled "The Explosive Child" by Ross W. Greene. The said AGREEMENT shall begin on September 1, 2002 and will terminate on June 30, 2003, and may be terminated for just cause by either party upon thirty (30) days written notice given by one party to the other. The terms contained in this AGREEMENT may be modified or amended at any time by mutual consent of the County Commission of Wood County, the Counseling and Wellness Center and the Division of Criminal Justice Services. An Order was prepared regarding this matter.

At 1:30 P.M., the County Commission visited property off of Mission Drive.

The County Commission of Wood County, upon a motion made by K.D. Merritt, seconded by Rick Modesitt and made unanimous by Robert k. Tebay, did hereby give APPROVAL to the Application and Certificate for Payment presented by Schneider Construction Company, Parkersburg, West Virginia, who was hired by the County Commission to construct the Mineral Wells School Sidewalk. The current payment due is in the amount of sixteen thousand one hundred seventy-seven dollars and sixty-eight cents (\$16,177.68). The balance to finish, including retainage for the total contract sum, is in the amount of two

thousand dollars and 00/100ths cents (\$2,000.00). Documentation pertaining to the construction of the Mineral Wells School Sidewalk 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 sign the Request for Reimbursement in regard to the STOP Violence Against Women Grant Number 01-VAW-010. Wood County incurred expenditures in the amount of four thousand six hundred twenty-eight dollars and thirty cents (\$4,628.30) during the month of July, 2002. However, the Request for Reimbursement is in the amount of three hundred sixty-nine dollars and eighteen cents (\$3,069.18) which represents payment of contractual services provided by Michael D. Farnsworth, Jr., 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 overtime compensation paid to law enforcement personnel of the Wood County Sheriff's Department in regard to the STOP Domestic Violence Program. Funds in the amount of one thousand three hundred ninety-four dollars and fifty-seven cents (\$1,394.57) were utilized as cash funds, as set forth in the aforementioned Grant, and is being provided through the additional salary and the benefits provided by the County to the said Michael D. Farnsworth, Jr., Assistant Prosecuting Attorney and for overtime expenses, plus benefits, being provided by the County of Wood to law enforcement officials who participated in the STOP Domestic Violence Program. In addition to the Request for Reimbursement, the Monthly Progress Reports for the Wood County STOP Team and the Prosecuting Attorney; the Prosecution tracking Forms; the Monthly Demographic Reports

submitted by the Prosecuting Attorney and the Wood County Sheriff's Department; the financial information submitted by the Prosecuting Attorney and the Wood County Sheriff's Department; the Daily Time Records for the Assistant Prosecuting Attorney and the Wood County Sheriff's Department; and the Project Financial Reports are being submitted to the Criminal Justice Services, Charleston, West Virginia. Documentation pertaining to the 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 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 Juvenile Accountability Incentive Block Grant Number 01-A-D-108. Expenses incurred by Wood County were in the amount of six thousand three hundred ninety-three dollars and sixty-three cents (\$6,393.63); however, the Request for Reimbursement is in the amount of five thousand two hundred ninety-four dollars and eleven cents (\$5,294.11) which represents payment of contractual services provided by Michelle Buckley, Project R.E.P.A.Y. (Responsibility Enhancement Projects For Adolescent Youth)/Youth Transition Coordinator; represents travel/training expenses for the Project R.E.P.A.Y./Youth Transition Coordinator; and represents payment of full benefits and partial salary of Rozann Wilcox, Juvenile Justice Liaison. In addition to the Request for Reimbursement, the Monthly Reports, the Travel Vouchers for the Project R.E.P.A.Y./Youth Transition Coordinator, the Monthly Project Director's Report, the Demographic Reports, the Financial Recap; the Daily Time Records for both the Project R.E.P.A.Y./Youth Transition Coordinator and the Juvenile Justice Liaison, the Monthly Supervisor's Report, and the Project

Financial Reports are being submitted to the Criminal Justice Services, 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 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 Enforcing The Underage Drinking Program Grant Number 02-UD-79. Expenditures in the amount of two thousand sixty dollars and 00/100ths cents (\$2,060.00) were incurred by Wood County during the month of August, 2002, 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) and for money used in compliance check operations. In addition to the Request for Reimbursement, the Monthly Reports, the Financial Recap, the Daily Time Records for the Coordinator of Project S.O.B.E.R., the Project Director's Monthly Report, the S.O.B.E.R. Enforcing the Underage Drinking Laws Grant Program Documents; 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 made unanimous by Robert K. Tebay, did hereby ACCEPT the Proposal from Winans Services, 430 - 29<sup>th</sup> Street, Parkersburg, WV, in the amount of seven hundred forty dollars and 00/100ths cents (\$740.00) to clean the carpet and to strip and wax the tile floors at the Wood County Magistrate Court Building. One other Proposal was received from Chem Dry, 814 Market Street, Parkersburg, WV, who quoted a price for the cleaning of

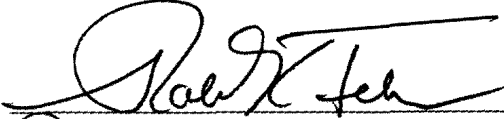
the carpet only, in the amount of six hundred fourteen dollars and sixty cents (\$614.60). Proposals were solicited by telephone. An Order was prepared regarding this matter.

The County Commission of Wood County was in receipt of the Approval of the Request for Revision to Approved Budget from the West Virginia State Auditor, Chief Inspector Division, Charleston West Virginia, in regard to Revision No. 2 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 298 and bearing the date of August 29, 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.

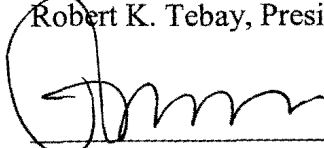
Having no further scheduled appointments or business to attend to, the County Commission adjourned at approximately 3:00 P.M.

APPROVED:

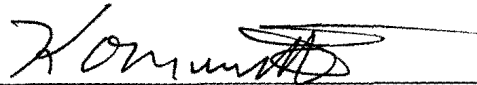
THE COUNTY COMMISSION OF WOOD COUNTY



Robert K. Tebay, President



Rick Modesitt, Commissioner



K.D. Merritt, Commissioner

PURCHASE ORDERS APPROVED ON SEPTEMBER 16, 2002

27927	Good as Gold Promotions	3999.07
28031	Parkersburg Office Supply	29.32
28061	Lemon's Garage	76.00
28063	Guinn's Tractor Sales	105.00
28065	Wal-Mart	62.96
28069	Parks Hardware	37.50
28071	Wal-Mart	27.47
28075	Astorg Motor	68.25
28085	CDW-G	80.39
29450	Wheels, Inc.	80.00
29466	Assurance Business Forms	295.00
29524	Big Mac	83.70
29568	Lockney & Associates	797.00
29574	Pifer's Service Center	30.00
29582	Office Depot	124.97
29584	BDI	24.14
29588	Chapman Printing	81.84
29064	Parks Hardware	29.48
29606	CDW-G	3293.38
29608	Bosley Rental	24.70
29610	Wal-Mart	68.52
29612	Office Max	39.30
29618	Parkersburg Office Supply	88.26
29620	Casto & Harris	2405.00
29622	Parks Hardware	24.16

To listen this meeting, please refer to Tape #205 and Tape #206.

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September 16, 2002

Jo Ann Powell - Westbrook

Lilly Maynard - Westbrook

MIKE SHAFER - Website