

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: MINUTES OF MEETING HELD  
MONDAY, FEBRUARY 24, 2003

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.

The County Commission, upon a motion made by Robert K. Tebay, seconded by Rick Modesitt and passed, approved minutes from February 16, 2003.

At 10:30 A.M., the County Commission's appointment with Carol Hanlon was rescheduled for February 27, 2003.

At 11:00 A.M., the County Commission met with Rick Dunbar, Attorney Cynthia Mowery and Sandy Swisher from the Humane Society and T.R. Smith, Humane Officer from the Wood County Sheriff's Department, to discuss the seizure of animals.

At 11:30 A.M., the County Commission met with Claudia Staley and Randy Jarvis from the Alan Stone Company to discuss an office building.

At 2:00 P.M., the County Commission met as the Board of Review and Equalization. At this time, they met with George E. Lyons to discuss property in City Taxing District, Map 58, Parcel 31.

At 2:30 P.M., the County Commission visited the properties in question in regard to the Board of Review and Equalization.

The County Commission of Wood County, upon a motion duly made, seconded and passed, announced that a vacancy will exist on the Mineral Wells Public Service District Board

Said vacancy is due to the fact that Charles Stewart's term will expire on March 1, 2003 and is further 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 Board and Authorities. The County Commission, upon a motion made by K.D. Merritt, seconded by Robert K. Tebay and made unanimous by Rick Modesitt, placed Charles Stewart in nomination for reappointment.

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 Robert K. Tebay, seconded by K.D. Merritt and made unanimous by Rick Modesitt, placed Bryan Kesterson in nomination to the Fort Boreman Park Commission. An Order was prepared regarding this matter.

Terry L. Brown, Director of Wood County Emergency Services/E-9-1-1, presented to the County Commission of Wood County, a New Road Name Request Form from Robert E. Nelson 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. Robert E. Nelson requested the road be named NELSONS LANE. The road to be known as NELSONS LANE provides access to the aforementioned residence as stated in Robert E. Nelson's Request Form. The road to be known as NELSONS LANE is located off DuPont Road (Route 95) and the road is on north side off DuPont Road in Lubeck Taxing District, Tax Map 200, Parcel Numbers A5 and A6. The request by Robert E. Nelson 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 request, made in writing, by Robert E. Nelson, 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 made by K.D. Merritt, seconded by Robert K. Tebay and made unanimous by Rick Modesitt, does hereby ORDER that the aforementioned road be named NELSONS LANE. The County Commission does further ORDER that a copy of the ORDER along with the New Road Request Form, be certified by the Clerk of the County Commission for entry in the Office of the Clerk of the County Commission.

Terry L. Brown, Director of Wood County Emergency Services/E-9-1-1, presented to the County Commission of Wood County, a New Road Name Request Form from James R. Leach to name the road to his business. The said Request does not interfere with the scheduled readdressing and mapping for the E-9-1-1 Master Street Addressing Guide. James R. Leach, along with Rick Dunbar and Dan Fowler, requested the road be named BICKEL MANSION DRIVE. The road to be known as Bickel Mansion Drive provides access to law offices as stated in James R. Leach's Request Form. The road to be known as BICKEL MANSION DRIVE is located near intersection of DuPont Road and Marrtown Road in Lubeck Taxing District, Tax Map 210, Parcel Number 000B. The request by James R. Leach 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 request, made in writing, by James R. Leach, 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 made by K.D. Merritt, seconded by Robert K. Tebay and made unanimous by Rick Modesitt, does hereby ORDER that the aforementioned road be named BICKEL MANSION 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.

The County Commission of Wood County, upon a motion duly made by K.D. Merritt, seconded by Robert K. Tebay and passed, did hereby AUTHORIZE Rick Modesitt, in his official capacity as President and on behalf of the County Commission, to EXECUTE the Guaranteed Maintenance Agreement by and between American Office Systems, Charleston, WV, and the County Commission of Wood County, Wood County, West Virginia. The aforementioned Guaranteed Maintenance Agreement is a Model 5635, Serial Number 920388, Lanier Copy Machine located in the Office of the County Administrator, and covers the period of April 3, 2003 to April 3, 2004. The annual charge is in the amount of one thousand five hundred forty-two dollars and forty-five cents (\$1,542.45) for thirty six thousand (36,000) copies, with an overage at \$.0107 per copy. The aforementioned Guaranteed Maintenance Agreement is full coverage GMA (drum and black developer included) and toner inclusive. 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. 8 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 429 and bearing the date of February 20, 2003, at which time the Request for Revision was signed by Rick Modesitt, President of the Wood County Commission. An Order was prepared regarding this matter.

The County Commission of Wood County, upon a motion made by Robert K. Tebay, seconded by K.D. Merritt and made unanimous by Rick Modesitt, did hereby AUTHORIZE the EXECUTION of the Commercial Signature Card and the Authority of Lodge, Association or Other Similar Organization to Open a Deposit Account Form in regard to Wood County Commission Rehabilitation Loan Program Savings Account being held at WesBanco Bank, Inc., Parkersburg, West Virginia. An Order was prepared regarding this matter.

The County Commission of Wood County, upon a motion made by K.D. Merritt, seconded by Robert K. Tebay and passed, did hereby AUTHORIZE Rick Modesitt, in his official capacity as President and on behalf of the County Commission, to sign the Request for Reimbursement in regard to the Juvenile Justice and Delinquency Prevention Grant Number 02-JJV-079. Expenditures in the amount of two thousand nine hundred forty-five dollars and ninety-five cents (\$2,945.95) were incurred by Wood County during the month of January, 2003 in regard to the P.E.A.C.E. (Program with Emphasis on Anger Control and Empathy) Program. However, the Request for Reimbursement is in the amount of one thousand seven hundred seventy-eight dollars and 00/100ths cents (\$1,778.00), which represents payment of contractual services provided by the Counseling and Wellness Center, Parkersburg, West Virginia. The amount of one thousand sixty-four dollars and ninety-five cents (\$1,064.95) represents the cash match, as set forth in the aforementioned Grant, and represents the hourly salary and benefits of employees in the Wood County Juvenile Probation Office. The amount of one hundred three dollars and 00/100ths cents (\$103.00) represents the in-kind match, as set

forth in the aforementioned Grant, and represents the cost of office space utilized by the Wood County Juvenile Probation Office. In addition to the Request for Reimbursement; the Monthly Report; the Financial Recap; the Daily Time Records for the Coordinator of Project P.E.A.C.E.; the daily time records of the employees of the Wood County Juvenile Probation Office; the daily time records of the employees of the Counseling and Wellness Center; the Project Director's Monthly Reports submitted by employees of the Wood County Juvenile Probation Office; the Project Director's Monthly Report submitted by the P.E.A.C.E. Coordinator, the Project Director's Monthly Report submitted by the Counseling and Wellness Center 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, upon a motion made by Robert K. Tebay, seconded by K.D. Merritt and passed, did hereby AUTHORIZE Rick Modesitt, in his official capacity as president and on behalf of the County Commission, to sign the Request for Reimbursement in regard to the Juvenile Justice and Delinquency Prevention Grant Number 02-JJV-079. Wood County incurred expenditures in the amount of four thousand three hundred dollars and forty-four cents (\$4,350.44) during the month of November, 2002 in regard to the P.E.A.C.E. (Program with Emphasis on Anger Control and Empathy) Program. However, the Request for Reimbursement is in the amount of three thousand five hundred twenty-six dollars and 00/100ths cents (\$3,526.00) which represents payment of contractual services provided by the Counseling and Wellness Center, Parkersburg, West Virginia. The amount of seven hundred sixty-three dollars and thirty-six cents (\$763.36) was utilized as a cash match, as set forth in the aforementioned Grant, and represents payment of hourly salary and benefits of

employees in the Wood County Juvenile Probation Office. The amount of sixty-one dollars and eighty cents (\$61.80) represents the cost of office space utilized by the Wood County Juvenile Probation Office. In addition to the Request for Reimbursement, the Monthly Reports, the Daily Time Records of the Counseling and Wellness Center Employees, the Daily Time Records of the employees in the Wood County Juvenile Probation Office, the Daily Time Records of Jason Haynor, P.E.A.C.E. (Program with Emphasis on Anger Control and Empathy) Coordinator, and the Daily Time Record of the volunteers, the Monthly Project Director's Report submitted by the Wood County Juvenile Probation Office, the Project Director's Report submitted by Jason Haynor, P.E.A.C.E. Coordinator, the Project Director's Report submitted by the Counseling and Wellness Center, 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, upon a motion made by Robert K. Tebay, seconded by K.D. Merritt and passed, did hereby AUTHORIZE Rick Modesitt, in his official capacity as President and on behalf of the County Commission, to sign the Request for Reimbursement in regard to the Juvenile Justice and Delinquency Prevention Grant Number 02-JJV-079. Expenditures in the amount of three thousand three hundred seventy-nine dollars and eighty-four cents (\$3,379.84) were incurred by Wood County during the month of December, 2002. However, the Request for Reimbursement is in the amount of two thousand two hundred eighty-six dollars and 00/100ths cents (\$2,286.00), which represents payment of contractual services provided by the Counseling and Wellness Center, Parkersburg, West

Virginia, in regard to the P.E.A.C.E. (Program with Emphasis on Anger Control and Empathy) Program. The amount of one thousand one dollars and fourteen cents (\$1,001.14) was utilized as the cash match, as set forth in the aforementioned Grant, and represents the hourly salary and benefits of employees in the Wood County Juvenile Probation Office. The amount of ninety-two dollars and seventy cents (\$92.70) was utilized as the in-kind match and represents the cost of office space housing the Wood County Juvenile Probation Office. In addition to the Request for Reimbursement; the Monthly Report; the Financial Recap; the Daily Time Records for the Coordinator of Project P.E.A.C.E.; the Daily Time Records of employees of the Wood County Juvenile Probation Office; the Daily Time Records of the employees of the Counseling and Wellness Center; the Project Director's Monthly Report submitted by employees of the Wood County Juvenile Probation Office; the Project Director's Monthly Report submitted by the P.E.A.C.E. Coordinator; the Project Director's Monthly Report submitted by the Counseling and Wellness Center; 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, upon a motion made by Robert K. Tebay, seconded by K.D. Merritt and passed, did hereby AUTHORIZE Rick Modesitt, 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 01-VA-047. Wood County incurred expenditures in the amount of four thousand two hundred fifteen dollars and fifteen cents (\$4,215.15) during the month of January, 2003. However, the Request for Reimbursement is in the amount of three thousand four hundred thirty-six dollars

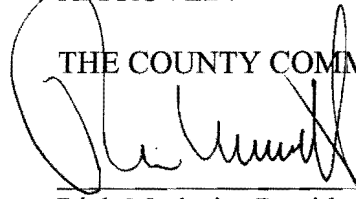


and seventy-nine cents (\$3,436.79) which represents payment of salary and insurance benefits provided to Diana W. Williams, Victims Advocate for Wood County, for payment of contractual services provided by Sophia Colombo, Victims Advocate Assistant and for payment of cell phone and pager for Diana W. Williams, Victims Advocate for Wood County. The amount of six hundred fifty-four dollars and thirty-six cents (\$654.36) was utilized as a cash match, as set forth in the aforementioned Grant, and represents payment of partial salary and benefits for the Victims Advocate of Wood County, and office supplies of the Victims Advocate Assistant and the Victims Advocate of Wood County. The amount of one hundred twenty-four dollars and 00/100ths cents (\$124.00) was utilized as in-kind match and represents volunteer time. In addition to the Request for Reimbursement, the Monthly Progress Report from the Victims Advocate, the Monthly Progress Report from the Victims Advocate Assistant, the Annual Performance Report of the Victims Advocate, the Annual Performance Report of the Victims Advocate Assistant, the Daily Time Records of the Victims Advocate, the Daily Time Records of the Victims Advocate Assistant and the Daily Time Records of the Volunteers, the Monthly Statistics Report 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.

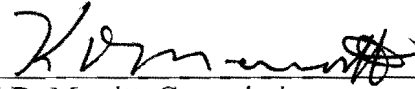
Having no further scheduled appointments or business to attend to, the County Commission adjourned at 2:00 P.M.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY



Rick Modesitt, President



K.D. Merritt, Commissioner



Robert K. Febay, Commissioner

PURCHASE ORDERS APPROVED ON FEBRUARY 24, 2003

28437	Kramer's Photo Supply	6.47
28449	Gateway Digital	995.00
29926	Intapol Industries	251.97
30032	DHM Group	24.95
30124	Parkersburg Office Supply	55.00
30150	Mahone Tire	1850.44
30166	Circuit City	99.98
30170	Matheny Motor Truck	852.96
30172	Sam's Club	32.76
30194	Broadwaters Motorcar	75.12
30196	Broadwaters Motorcar	18.85
30198	Bill A. Mullins	260.00
30208	Circuit City	152.47

There is nothing on the tape for this meeting.

ab

FEBRUARY 24, 2003

1. Rick Dunbar *Rick Dunbar*
2. Cynthia Mowery *Cynth. Mowery*
3. Sandy Swisher *Sandy Swisher*
4. ~~T. P. Smith~~ *[Signature]*
5. Claudia Staley *Alan Stone Co.*
6. Kandy Jacobs *Alan Stone Co*
7. ~~[Signature]~~
8. ~~George Lyons~~

**APPLICATION FOR REVIEW OF PROPERTY ASSESSMENT**

City Parkersburg, West Virginia Date Feb 24, 2003  
 To the Assessor of Wood County or the Wood County Board of Equalization and Review:

Your complaint represents that the following described real estate is valued and assessed out of proportion to its true and actual value on the current tax roll and request a review of the assessed valuation before the next period of liability is effective

Property assessed in the name of Lynn, George E Jr in City District  
 Address of property 2301 Louisiana

LOT NO.	BLOCK NO.	ACRES	MAP NO.	PARCEL NO.	DESCRIPTION
			<u>58</u>	<u>0031-0000</u>	<u>Strip N 150 Ft off #62 63 406</u> <u>Old Apartment Bldg 200x150x120x</u>

Assessed Value - Land \$ 35,880 Improvements \$ 88,560 Total \$ 124,440

CONSTRUCTION BY COMPLAINANT		PURCHASE BY COMPLAINANT	
Cost of Land.....	\$ _____	Total purchase price.....	\$ _____
Cost of Construction or contract price..	\$ _____	Date Purchase.....	_____
Date of Construction.....	\$ _____	Cost of added improvements.....	\$ _____
Cost of added improvements.....	\$ _____	Face amount of fire insurance carried..	\$ _____
Face amount of fire insurance carried...	\$ _____	Offered for sale for.....	\$ _____
Offered for sale for.....	\$ _____	Date of Offer.....	_____
Date of Offer.....	\$ _____	Monthly rental received, if rented.....	\$ _____
Monthly rental received, if rented.....	\$ _____	Present value in your opinion.....	\$ _____
Present value in your opinion.....	\$ _____		

Approved for recording by the County Commission. \_\_\_\_\_ President

**REASON AND BASIS FOR COMPLAINT**

OLDEN APARTMENT WITH HOT WATER HEAT AND WINDOW AIR.  
PROPERTY IS OF AVERAGE CONDITION. RENT IS NOT KEEPING UP  
WITH INCREASE IN PROPERTY TAX. OWNEN PAYS UTILITIES AND  
KEEPS RENT LOWEN TO KEEP PROPERTY OCCUPIED. LARRY MC DANICH OFFERED  
AN APPRAISAL AT 179,000.00

I do hereby certify tht the above statements are true to the best of my knowledge and ability and that all questions on this petition pertaining to the property have been answered.

Signature of Complainant: George E. Lyons

Address of Complainant: 2508 26th St  
 Address of Complainant: Parkersburg, WV 26104

	Decrease Allowed	Adjusted Assessed Valuation
Land	_____	_____
Building	_____	_____
Total	_____	_____