

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: MINUTES OF MEETING HELD
THURSDAY, JANUARY 6, 2003

PRESENT: RICK MODESITT, PRESIDENT
K.D. MERRITT, COMMISSIONER
ROBERT K. TEBAY, 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 personal property for Ronnie G. Oldaker – Williams District (2002) and for Robert A. Hileman – Union District (2002).

At 11:00 A.M., the County Commission met with Charlie Johnson, Chief Deputy of the Wood County Sheriff's Department. After discussion, 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, did hereby AUTHORIZE the County's Maintenance personnel, at the request of the Sheriff's Department, to convert the current break room and weight room located at the Law Enforcement Building, 328 Second Street, Parkersburg, WV, back to office space consisting of a file room and an interview room. An Order was prepared regarding this matter.

At 1:00 P.M., the County Commission met with Steve Nicely, Doug Adams and Greg Smith to give a report on the Promotional Video Committee. After discussion, 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 ORDER that they, as the County Commission of Wood County, will meet in SPECIAL SESSION on February 11, 2003 at 10:00

o'clock A.M. at the Parkersburg City Council Chambers. The purpose of the said Special Meeting is to allow the County Commission of Wood County, along with the Committee appointed by the County Commission of Wood County comprised of Doug Adams, Jim Kinnett, Greg Smith, Steve Nicely and Jim Hayhurst, to hold a conference meeting with the four (4) vendors who submitted sealed bids for a proposal to produce an Economic Development Sales Video for Wood County. The said four (4) vendors are Paradise Productions LLC, 3307 Emerson Avenue, Parkersburg, WV; Charter Media, 300 Star Avenue, Suite 321, Parkersburg, WV; Salter and Associates, 417 Grand Park Drive, Suite 205, Parkersburg, WV; and CAS Cable, 1523 duPont Road, Parkersburg, WV. 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 made unanimous by Rick Modesitt appointed Charles W. Cross, Sr. to the Wood County Parks and Recreation Commission (Mountwood Park) to fill the unexpired term of William Hupp, who resigned. Said announcement is pursuant to an Order appearing in Order Book 51, at Page 433 and bearing the date of April, 1991, which deals with the procedure policy for appointments to boards and authorities. Mr. Cross's term will expire December 16, 2003. 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 K.D. Merritt, seconded by Robert K. Tebay and made unanimous by Rick Modesitt, announced to all concerned that a vacancy exists on the Fort Boreman Park Commission due to the expiration of the term of Shuan Butcher on December 31, 2002. The County Commission also received a letter of

resignation from Shuan Butcher stating he is leaving the area. 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 made unanimous by Robert K. Tebay, reappointed Raymond Williams to the Veterans Park Advisory Board. Said announcement 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 appointments to boards and authorities. Mr. Williams's new term will expire December 31, 2006. An Order was prepared regarding this matter.

The County Commission of Wood County, AMENDED their ORDER dated April 22, 2002 and appearing in Order Book 65, at Page 194, setting the terms of office for the Veterans Park Advisory Committee to add Jennings Eddy whose term will expire December 31, 2004. 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 appointment to boards and authorities, the County Commission of Wood County, announced to all concerned that nine (9) vacancies exist on the Local Emergency Planning Committee (LEPC) due to the expiration of the terms of Guy Brown and Tom Dent on December 31, 2001, also the expiration of the terms of Kevin Campbell, Gary Deem, Danny Goodwin, Doug Hess, Stephen Santer, Larry Stephens, and Dwane Weekley on December 31, 2002. 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 reappointed Larry Godfrey to the Wood County Parks and Recreation Commission (Mountwood Park). Said announcement is pursuant to an Order appearing in Order Book 51, at Page 433 and bearing the date of April,

1991, which deals with the procedure policy for appointments to boards and authorities. Mr. Godfrey's new term will expire December 16, 2005. 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 nineteen thousand four hundred eight-one dollars and eighty-four cents (\$19,481.84), of which the amount of two thousand three hundred sixty dollars and eighty-two cents (\$2,360.82) represents reimbursement to Wood County for expenses incurred during the month of October, 2002 in regard to the Enforcing the Underage Drinking Program Grant Number 02-UD-79. Receipt of the aforementioned check is pursuant to an ORDER appearing in Order Book 65, at Page 358 and bearing the date of November 18, 2002, 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 Combating the Underage Drinking Program 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 payment reimbursement request in regard to the Community Gun Violence Prosecution Grant Number 2002-GP-CX-0127. Funds in the amount of ten thousand dollars and 00/100ths cents (\$10,000.00) were requested through the Phone Activated Paperless Request System from the United States Department of Justice, Office of Justice Programs, Washington, D.C., which represents eighty percent (80%) of the salary and benefits of Jessica Shockley, who has been hired as the Community Gun Violence Assistant Prosecuting Attorney for Wood County. The remaining salary of Jessica Shockley will be provided through the budget allocation of the Prosecuting Attorney for Wood County. Grant funds will be electronically deposited in the County's

General Fund Checking Account at the United National Bank. The aforementioned request is for the period of October 1, 2002 through December 31, 2002. Documentation pertaining to the Community Gun Violence Prosecution 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 duly made, seconded and passed, did hereby REMOVE the name of Willis Ridenour, whom had been put in nomination for reappointment to the Wood County Solid Waste Authority, by ORDER dated June 13, 2002 and appearing in Order Book 65, at Page 234. At the annual Organizational Meeting of the County Commission of Wood County, held on Thursday, January 2, 2003, Commissioner Robert K. Tebay was appointed to the Wood County Solid Waste Authority. 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 EXECUTE the Financial Status Report in regard to the United States Department of Justice, Office of Justice Programs Grant Number 2002-LB-BX-2396. No expenditures were incurred during the period of October 1, 2002 to December 31, 2002. Documentation pertaining to the United States Department of Justice Programs 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 nineteen thousand four hundred eighty-one dollars and eighty-four cents (\$19,481.84, of which the amount of eight thousand one hundred forty-two dollars and seventy-nine cents (\$8,142.79) represents reimbursement to Wood County for expenses

incurred during the month of October, 2002 in regard to the STOP Violence Against Women Grant Number 01-VAW-010. Receipt of the aforementioned check is pursuant to an Order appearing in Order Book 65, at Page 367 and bearing the date of December 2, 2002, at which time the Request for Reimbursement was EXCECUTED by Robert K. Tebay, in his official capacity as President and on behalf of the County Commission. 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 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 Court Security Grant Number 02-CS-27. Expenditures in the amount of eight hundred five dollars and fifty cents (\$805.50) were incurred by Wood County during the period of October 1, 2002 through December 31, 2002, which represents the purchase of five (5) handheld metal detector wands to be utilized at the Wood County Magistrate Court Building and the Wood County Judicial Building. In addition to the Request for Reimbursement, the Project Financial Report and the Grant Progress Report are being submitted to the Criminal Justice Services, Charleston, West Virginia. Documentation pertaining to the aforementioned Court Security 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 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 Financial Status Report in regard to the Local Law Enforcement Block Grant Number 2001-

LB-BX-2935. Funding for the aforementioned Local Law Enforcement Block Grant is through the United States Department of Justice, Office of Justice Programs, Washington, D.C. Funds in the amount of thirteen thousand three hundred ninety-four dollars and 00/100ths cents (\$13,394.00) were expended for the period of October 1, 2002 to December 31, 2002. Documentation pertaining to the Local Law Enforcement 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 from the State of West Virginia in the amount of nineteen thousand four hundred eighty-one dollars and eighty-four cents (\$19,481.84), of which the amount of five thousand seven hundred forty-four dollars and 00/100ths cents (\$5,744.00) represents reimbursement to Wood County for expenses incurred during the month of October, 2002, in regard to the Juvenile Accountability Incentive Block Grant Number 01-AD-108. Receipt of the aforementioned check is pursuant to an Order appearing in Order Book 65, at Page 360 and bearing the date of November 18, 2002, at which time Robert K. Tebay, as President 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.

The County Commission of Wood County was in receipt of a check from the State of West Virginia in the amount of nineteen thousand four hundred eighty-one dollars and eighty-four cents (\$19,481.84) of which the amount of three thousand two hundred thirty-four dollars and twenty-three cents (\$3,234.23) represents reimbursement to Wood County for expenses incurred during the month of October, 2002 in regard to the Victims of Crime Act (VOCA) Program Grant Number 01-VA-047. Receipt of the aforementioned check is pursuant to an

ORDER appearing in Order Book 65, at Page 364 and bearing the date of November 25, 2002, 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.

Pursuant to Chapter 11, Article 3, Section 24 of the Code of the State of West Virginia, of 1931, as amended, upon a motion made by K.D. Merritt, seconded by Robert K. Tebay and made unanimous by Rick Modesitt, THE COUNTY COMMISSION OF WOOD COUNTY, will meet for the purpose of reviewing and equalizing the assessments made by the Assessor of the said County of Wood, for the year 2003 as follows: The session on Monday, February 3, 2003, shall begin at 10:00 o'clock A.M. and continue until 12:00 o'clock Noon (afternoon hours, if needed, shall begin at 1:00 o'clock P.M. and continue until 2:00 o'clock P.M.), the session on Tuesday, February 4, 2003 and Wednesday, February 5, 2003, shall begin at 10:00 o'clock A.M. and continue until 12:00 o'clock Noon (afternoon hours, if needed, shall begin at 1:00 o'clock P.M. and continue until 3:00 o'clock P.M.); the session Thursday, February 6, 2003, shall begin at 1:00 o'clock P.M. and continue until 3:00 o'clock P.M.; and the session Friday, February 7, 2003 shall begin at 10:30 o'clock A.M. and continue until 12:00 o'clock Noon (afternoon hours, if needed, shall begin at 1:00 o'clock P.M., until 3:00 o'clock P.M.; sessions will also be available by appointment through the County Administrator's Office, if needed, beginning on the 10th day of February, 2003, (Saturdays and Sundays excepted) on regularly scheduled Commission meetings (Mondays and Thursdays) beginning at 10:00 o'clock A.M. and continuing until 12:00 o'clock Noon, (Monday, February 17, 2003 is a holiday and the commission will not be meeting) and concluding at 12:00 o'clock Noon on the

28th day of February, 2003, for the purpose of hearing any and all complaints of taxpayers as to the assessments placed upon his or her property by the Assessor. The County Commission shall proceed to examine and review the property books and shall add on the books, the names of persons, the value of personal property and descriptions and value of all real estate liable to assessments, which were omitted by the Assessor. They shall correct all errors in the names of persons, in the description of value of property and they shall cause to be done whatever else may be necessary to make the valuation comply with the provisions of this Chapter; but, in no case, shall any questions of classification or taxability be considered or reviewed. IF ANY PERSON FAILS TO APPLY FOR RELIEF IN THIS MATTER, HE SHALL HAVE WAIVED HIS RIGHT TO ASK FOR CORRECTION IN HIS ASSESSMENT LIST FOR THE CURRENT YEAR, AND SHALL NOT, THEREAFTER, BE PERMITTED TO QUESTION THE CORRECTNESS OF HIS LIST AS FINALLY FIXED BY THE COUNTY COMMISSION, EXCEPT ON APPEAL TO THE CIRCUIT COURT. 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 EXECUTE the Financial Status Report in regard to the United States Department of Justice, Office of Justice Programs Grant Number 2002-GP-CX-0127. The total outlay for the current period is in the amount of fourteen thousand five hundred seventy dollars and fifty cents (\$14,570.50), of which the amount of four thousand five hundred seventy dollars and fifty cents (\$4,570.50) reflects the County's share of funding. Therefore, the amount of ten thousand dollars and 001/00ths cents (\$10,000.00) reflects the Federal share of outlays for the period of October 1,

2002 to December 31, 2002. Documentation pertaining to the Office of Justice Programs 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 Robert K. Tebay and made unanimous by Rick Modesitt, did hereby give APPROVAL to send a representative from the County Commission of Wood County to the Mid-Atlantic Mosquito Control Association Meeting to be held on February 12-14, 2003 in Portsmouth, Virginia. Commissioner Robert K. Tebay was approved to attend such meeting; however, if he is unable to attend, one of the other Commissioners, or their designee, shall attend. An Order was prepared regarding this matter.

The County Commission of Wood County was in receipt of a letter from the West Virginia Department of Transportation, Division of Motor Vehicles, Charleston, West Virginia, advising them that the County's additional Highway Safety Grant proposal has been approved in the amount of sixteen thousand five hundred dollars and 00/100ths cents (\$16,500.00). Receipt of the aforementioned letter is pursuant to an ORDER appearing in Order Book 65, at Page 300 and bearing the date of August 29, 2002, and represents a supplemental amount to the approved Grant award in the amount of one hundred twenty-two thousand one hundred seven dollars and 00/100ths cents (\$122,107.00) appearing in Order Book 65, at Page 371 and bearing the date of December 5, 2002. Documentation pertaining to the Highway Safety Grant is on file in the Office of the County Administrator. An Order was prepared regarding this matter.

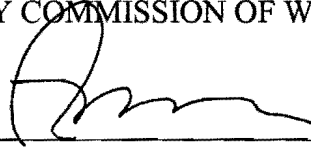
The County Commission of Wood County, upon a motion made by Robert K. Tebay, seconded by K.D. Merritt and passed, did hereby AUTHORIZE Rick Modesitt, in his official

capacity as President and on behalf of the County Commission, to sign the Request for Reimbursement in regard to the Combating Underage Drinking Program Grant Number 02-UD-79. Expenditures in the amount of one thousand nine hundred fifty-three dollars and fourteen cents (\$1,953.14) were incurred by Wood County during the month of December, 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 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 daily overtime records of law enforcement personnel from the Vienna Police Department; and the daily overtime records of law enforcement personnel from the Wood County Sheriff's Department; the travel voucher for the Coordinator of Project S.O.B.E.R.; the S.O.B.E.R receipts in regard to "buy" money; 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.

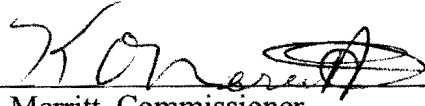
Having no further scheduled appointments or business to attend to, the County Commission adjourned at 4:00 P.M.

APPROVED:

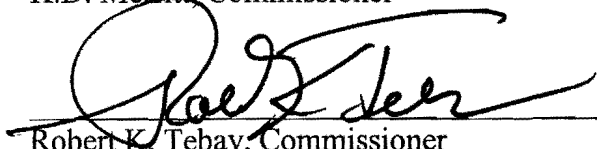
THE COUNTY COMMISSION OF WOOD COUNTY



Rick Modesitt, President



K.D. Merritt, Commissioner



Robert K. Tebay, Commissioner

PURCHASE ORDERS APPROVED ON JANUARY 6, 2003

29876

Office Depot

\$111.80

To listen to this meeting, please refer to Tape #227 and Tape #228.
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