

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: MINUTES OF MEETING HELD  
THURSDAY, MARCH 13, 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.

At 10:30 A.M., the County Commission met with Luke Peters from the Mid-Ohio Valley Regional Council to discuss the Claywood Park Water Extension Project. After discussion, 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 EXECUTE a letter addressed to the West Virginia Development Office, Charleston, WV, in regard to the Small Cities Block Grant for the Claywood Park Public Service District Water Extension. Also enclosed is the Certification Regarding Lobbying; Certification for Contracts, Grants, Loans and Cooperative Agreements; Certification of Flood Insurance; the Three-Day Rule; and Policy For Determining Allowable, Allocable and Reasonable Costs that were also EXECUTED by Rick Modesitt. The Notices to Proceed for Miller Communications, for The C.I. Thornburg Company, Inc., for the Mid Atlantic Storage Systems, Inc.; and for the J.C. Bosley Construction, Inc. are enclosed and will be forwarded to the West Virginia Development Office. The County Commission of Wood County had been notified by the West Virginia Development Office that the County was ineligible to apply for 2003 Small Cities Block Grant funding due to the fact that their records reflected that the Claywood Park Water Extension

project was not under construction. The providing of the aforementioned documents will hopefully allow the County Commission of Wood County to submit a Grant Application. The Small Cities Block Grants are administered by the Mid-Ohio Valley Regional Council on behalf of the County Commission of Wood County pursuant to an Agreement. Documentation pertaining to the Small Cities Block Grant is on file in the Office of the County Administrator. An Order was prepared regarding this matter.

At 1:00 P.M., the County Commission met with S.F. Greiner, Sheriff of Wood County; Charlie Johnson, Chief Deputy and Gary Vincent, Holding Center Director to discuss their budget request.

At 1:30 P.M., the County Commission met with Ginny Conley, Prosecuting Attorney, to discuss her budget request.

At 2:00 P.M., the County Commission met with Carole Jones to discuss her budget request.

At 2:30 P.M., the County Commission met with Terry L. Brown, Director of Emergency Services/911 to discuss his budget request.

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 seven dollars and twelve cents (\$1,907.12) were incurred by Wood County during the month of February, 2003, 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 materials and supplies costs of the Coordinator of Project S.O.B.E.R. 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 travel voucher 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.

The County Commission of Wood County was in receipt of Grant Adjustment Notice Number Three (3) from the Division of Criminal Justice Services, Charleston, WV, in regard to the Enforcing the Underage Drinking Laws Grant Number 02-UD-79. Receipt of the aforementioned Grant Adjustment is pursuant to a letter from Toni Tiano, Grant Consultant, Requesting that funds in the Travel/Training Category be allowed to be expended for the S.O.B.E.R. (Services, Observation, Behavior Modification, Education and Rehabilitation) Coordinator, Kelly Shook, to attend the TIPS training in Flatwoods, WV, on March 4-5, 2003. Documentation pertaining to the Enforcing the Underage Drinking Laws Grant is on file in the Office of the County Administrator. An Order was prepared regarding this matter.

The County Commission of Wood County, in regular session, announced to all concerned, upon a motion made by K.D. Merritt, seconded by Robert K. Tebay and made unanimous by Rick Modesitt, that they, as a Commission, are calling for SPECIAL SESSIONS to be held on Monday, March 17, 2003, Tuesday, March 18, 2003, Thursday, March 20, 2002 and Friday, March 21, 2002. The Special Sessions on March 17, 18 and 20th, 2003 will begin at 1:00 P.M., and end at 4:00 P.M.; the Special Session on March 21, 2003 will begin at 10:00

A.M. through 12:00 Noon and from 1:00 P.M. to 3:00 P.M. Said Special Sessions are being held for the preparation of the budget for the fiscal year 2003/2004 as required by Chapter 11, Article 8, Section 10 of the West Virginia Code of 1931, as amended. These meetings will be held in the Office of the County Administrator, Room 205, Wood County Courthouse. 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 Accountability Incentive Block Grant Number 01-AD-108. Expenditures in the amount of six thousand three hundred ninety-four dollars and sixty-eight cents (\$6,394.68) were incurred by Wood County during the month of February, 2003. However, the Request for Reimbursement is in the amount of five thousand two hundred ninety-five dollars and sixteen cents (\$5,295.16) 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

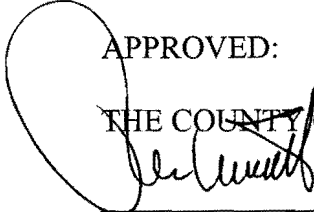
Liaison; the Monthly Supervisor's Reports for both the Project R.E.P.A.Y./Youth Transition Coordinator and the Juvenile Justice Liaison; the Project Director's Monthly Reports from both the Project R.E.P.A.Y. Program Coordinator and the Juvenile Justice Liaison; the Demographic Reports for both the Project 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.

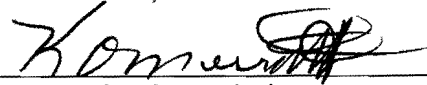
The County Commission of Wood County, upon a motion made by K.D. Merritt, seconded by Robert K. Tebay and passed, adopted a Resolution in reference to Budget Revision No. 9 in the General County Fund budget for the fiscal year 2002/2003. Rick Modesitt, President of the Wood County Commission, signed the Request for Revision to the Approved Budget, being submitted to the West Virginia State Auditor - Chief Inspector Division, Charleston, West Virginia. 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

  
Rick Modesitt, President

  
K.D. Merritt, Commissioner

  
Robert K. Tebay, Commissioner

PURCHASE ORDERS APPROVED ON MARCH 13, 2003

|       |                          |          |
|-------|--------------------------|----------|
| 28451 | Miller Communications    | 20.00    |
| 28453 | Somerville Rental        | 225.00   |
| 28489 | Office Depot             | 39.99    |
| 28497 | State Electric Supply    | 22.20    |
| 28499 | NOE Office Equipment     | 209.95   |
| 28505 | Lowe's                   | 115.66   |
| 28509 | Assurance Business Forms | 767.40   |
| 28513 | Wood County Airport      | 20000.00 |
| 30234 | Circuit City             | 129.97   |
| 30236 | Office Depot             | 95.97    |
| 30238 | Broadwaters Motorcar     | 73.50    |
| 30246 | Astorg Motor             | 268.92   |
| 30258 | Rocky's Towing           | 40.00    |
| 30262 | Office Depot             | 174.96   |
| 30264 | Wal-Mart                 | 22.22    |

To listen to this meeting, please refer to Tape #245.

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MARCH 13, 2003

1 Luke Peters Luke Peters MOVRC  
C.J. Johnson  
S.F. Greenen succ  
Garry Vincent  
Garry Conley  
Cassie Jones  
Ty L B  
Hunter L. Samuelz