

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: MINUTES OF MEETING HELD
THURSDAY, SEPTEMBER 18, 2003

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

At 9:30 A.M., 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 William H. Armstrong – Parkersburg District (2003); Transport International Pool – Lubeck District (2003); Tony H. Burke - Parkersburg City District (2001); Donald R. Ogden – Vienna District (2003); General Motors Acceptance – Vienna District (2003) and Greg Blankenship – Tygart District (2003).

The County Commission, upon a motion duly made, seconded and passed, approved Erroneous Assessment Applications in regard to real property for Janice C. Merritt – Lubeck District (2002); David B. Allen – Slate District (two for 2003); Nina M. Hofmann – Harris District (2003); and Darden Properties LLC – Parkersburg District (2001 and 2002).

At 10:45 A.M., the County Commission held a hearing in regard to the Alma Kesterson estate. Said hearing was continued generally.

At 11:00 A.M., the County Commission met with Susan McCloud from the Solid Waste Authority who presented Sammy Burdette from SW Resources with a check from the Wood County Solid Waste Authority. Virgil Flinn from the Solid Waste Authority was also present.

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 Rick Modesitt and passed, placed Robert Shaffer in nomination to fill a vacancy on the Wood County Historic Landmarks Commission. Said vacancy is due to the resignation of Rae Brown due to medical problems. The term will expire December 31, 2003. An Order was prepared regarding this matter.

The County Commission of Wood County was in receipt of an Irrevocable Letter of Credit Number 00179 from WesBanco Bank, Inc., Parkersburg, WV, in the amount of twenty-five thousand dollars and 00/100ths cents (\$25,000.00) to insure that street construction is completed in accordance with the Subdivision Regulations for Wood County in regard to Westwood Subdivision located in Lubeck Taxing District and being developed by Westwood Land Company, Inc. The effective date being December 30, 2002, and the expiration date being December 30, 2003. Commissioner Robert K. Tebay ABSTAINED from voting due to the fact he is one of the owners in Westwood Land Company, Inc. 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 Wood County Community Corrections Committee Board due to the resignation of Sophia K. Colombo. The County Commission, upon a motion made Rick Modesitt, seconded by Robert K. Tebay and passed, placed Diana Williams in nomination to fill the vacancy. 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) Grant Number 02-VA-050. Expenditures in the amount of ten thousand seven hundred eighty-one dollars and thirty-eight cents (\$10,781.38) were incurred by Wood County during the month of August, 2003. However, the Request for Reimbursement is in the amount of three thousand three hundred ninety-six dollars and seventy-three cents (\$3,396.73) which represents payment of contractual services provided by Diana Williams, Victims Advocate; represents payment of contractual services provided by Sophia Colombo, Victims Advocate Assistant; and further represents payment of cell phone and pager for Diana Williams. The amount of six hundred sixty-four dollars and sixty-five cents (\$664.65) represents the cash match as set forth in the aforementioned Grant and includes benefits, insurance and partial salary of Diana Williams, Victims Advocate, employed in the Office of the Wood County Prosecuting Attorney. The amount of six thousand seven hundred twenty dollars and 00/100ths cents (\$6,720.00) represents the in-kind match as set forth in the aforementioned Grant and includes volunteer time, rental rate of the Victims Advocate Office located in the Wood County Judicial Building, and the rental rate of the Victims Advocate Office located in the Wood County Magistrate Court Building. In addition to the Request for Reimbursement; the Monthly Reports; the Financial Recap; the Monthly Progress Reports from both the Victims Advocate and the Victims Advocate Assistant; the Daily Time Records for the Victims Advocate and for the Victims Advocate Assistant; the Monthly Statistics Report; the Annual Performance Report; and the Project Financial Report are being submitted to the Criminal Justice Services Office in Charleston, West Virginia. Documentation pertaining to the Victims of Crime Act (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 K.D. Merritt, seconded by Robert K. Tebay and made unanimous by Rick Modesitt, did hereby ORDER that insurance coverage in regard to the underground storage tank be RENEWED for an additional one-year period beginning October 1, 2003 and continuing through September 30, 2004. Said insurance coverage is with Intra-State Insurance Corporation, P.O. Box 5526, Vienna, West Virginia, and the annual premium is in the amount of three hundred fifty-three dollars and fifty cents (\$353.50). The limits of liability are in the amount of one million dollars and 00/100ths cents (\$1,000,000.00) annual aggregate, exclusive of legal defense costs, which are subject to a separate limit under the said policy. The aforementioned insurance policy 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 03-JJC-014. No expenditures were incurred by Wood County during the month of August, 2003. In addition to the Request for Reimbursement; the Monthly Report; the Financial Recap; the Monthly Project Director's Report; the Demographic Report; and the Project Financial Report are being submitted to the Criminal Justice Services, Charleston, West Virginia. Documentation pertaining to the Juvenile Justice and Delinquency Prevention 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 made unanimous by Rick Modesitt, did hereby APPROVE payment by the County Commission in the amount of five dollars and 00/100th cents (\$5.00) toward the ten dollars and 00/100ths cents (\$10.00) payment to the Mid-Ohio Health Department, Parkersburg, WV, for the annual flu shots to be given to the County employees who wish to take advantage of this offer. Spouses and/or family members may also receive flu and/or pneumonia shots at full cost: Flu shots – ten dollars and 00/100ths cents (\$10.00) and pneumonia shots – twenty dollars and 00/100ths cents (\$20.00). The Mid-Ohio Valley Health Department will administer the aforementioned shots on Tuesday, October 21, 2003 from 8:30 A.M. to 10:00 A.M. in Room 203 of the Wood County Courthouse. An Order was prepared regarding this matter.

The County Commission of Wood County was in receipt of Monitoring Visit Number Two (2) in regard to the fiscal year 2000 Small Cities Block Grant, Project Number 00SCBG0019X, known as the waterline extension being completed by the Claywood Park Public Service District. Such Monitoring Visit was completed by Angela White Negley, Community Development Specialist, with the West Virginia Development Office, Charleston, WV. Receipt of the aforementioned Monitoring Visit is pursuant to an ORDER appearing in Order Book 66, at Page 7 and bearing the date of August 18, 2003, at which time two (2) concerns were set forth, by letter, from Angela White Negley. The second letter from Ms. Negley dated September 12, 2003, states that the concern of the mandatory ten-day wage check had been resolved; however, the remaining concern is information in regard to the nature of the payroll deductions by J.C. Bosley Construction Company, Inc. on their certified payrolls and employee authorization statements to verify that these are employee – sanctioned

deductions. The Small Cities Block Grant is being administered by the Mid-Ohio Valley Regional Planning and Development Council on behalf of the County Commission of Wood County. 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.

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 Paul F. Reese to name the road to a business and two (2) residences. The said Request does not interfere with the scheduled readdressing and mapping for the E-9-1-1 Master Street Addressing Guide. Paul F. Reese requested the road be named FAWN ROAD. The road to be known as FAWN ROAD provides access to a business and two (2) residences as stated in Mr. Reese's Request Form. The road to be known as FAWN ROAD is located North of 50/41 of State Route 31 at Deerwalk in Walker Taxing District, Tax Map 140, Parcel Numbers 21 and H1. The request by Paul F. Reese 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 said request, made in writing, by Paul F. Reese, 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 FAWN ROAD. 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. 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 Larry L. George to name the road to undeveloped property. The said Request does not interfere with the scheduled readdressing and mapping for the E-9-1-1 Master Street Addressing Guide. Larry L. George requested the road be named BRAYDEN LANE. The road to be known as BRAYDEN LANE provides access to the aforementioned undeveloped property owned by Larry L. George. The road to be known as BRAYDEN LANE is off Nash Street (2100 block) in Tygart Taxing District, Tax Map 63, Parcel Number 0031. The request by Larry L. George 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 said request, made in writing, by Larry L. George, 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 BRAYDEN LANE. 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. 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 ORDER the change in the title of the ABANDONED BUILDING ORDINANCE to be known as the ABANDONED AND DILAPIDATED BUILDING ORDINANCE. Consequently, the Committee established by the County Commission shall be known as the ENFORCEMENT AGENCY FOR THE ABANDONED AND DILAPIDATED BUILDING ORDINANCE. An Order was prepared regarding this matter.

The County Commission of Wood County was in receipt of a letter from Mr. & Mrs. James Villers requesting assistance from the County Commission in the cost of extending a water line from Progress Ridge Road to the Villers farm located on County Road 7/2 (Tug Fork Road). The cost estimate from the Claywood Park Public Service District for the aforementioned extension of a water line is in the amount of nine thousand seven hundred thirty-seven dollars and sixty-five cents (\$9,737.65). Since this request for assistance is from one resident group, it does not meet the criteria under the Guidelines For Self-Help Water Projects adopted by such County Commission of Wood County. As set forth in such Guidelines, it is stated that "A petition requesting the maximum amount of \$5,000.00 would have to be made by at least ten (10) families." Therefore, no action was taken in regard to the aforementioned request. An Order was prepared regarding this matter.

The County Commission of Wood County, upon a motion duly made, seconded and passed, did hereby ORDER that a Legal Notice be placed in both local newspapers, The Parkersburg Sentinel and The Parkersburg News, requesting letters of qualifications for architectural services to be utilized in the renovation of the eastern portion of the Towne Square property located on Market Street between Third Street and Fourth Street. The said Legal

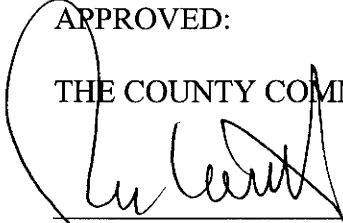
Notice shall appear in both the aforementioned newspapers on September 25, 2003 and on October 2, 2003, with the County Commission opening such letters of qualifications on Thursday, October 9, 2003 at 10:30 o'clock A.M. during regular session. An Order was prepared regarding this matter.

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. 2 in the General County Fund Budget for the fiscal year 2003/2004. The Request for Revision to the Approved Budget, being submitted to the West Virginia State Auditor - Chief Inspector Division, Charleston, West Virginia, was signed by Rick Modesitt, President of the Wood County Commission. An Order was prepared regarding this matter.

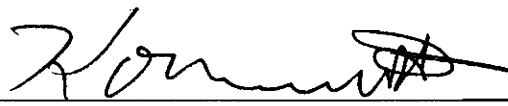
Having no further scheduled appointments or business to attend to, the County Commission adjourned at 12:00 Noon.

APPROVED:

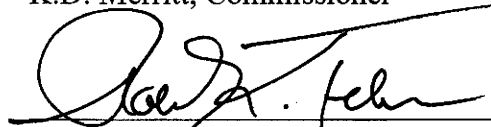
THE COUNTY COMMISSION OF WOOD COUNTY



Rick Modesitt, President



K.D. Merritt, Commissioner



Robert K. Tebay, Commissioner

PURCHASE ORDERS APPROVED ON SEPTEMBER 18, 2003

29039	Dartek Computer Supply	2165.75
29081	Office Max	3.99

30804	Astorg Motor	19.71
30812	Astorg Motor	47.78
30814	Office Depot	133.89
30818	Astorg Motor	25.00
30830	Chapman Printing	325.26
30834	NOE Office Equipment	439.00
30838	Wal-Mart	98.83
30840	Office Depot	80.32
30842	Woodford Oil	8316.16
30844	Parkersburg Office Supply	477.29
30848	Casto & Harris	407.50
30852	Flying Fox	50.00
30854	Grand Central Family Medicine	90.00
30862	The Gun Shop	69.74
30866	American Flags & Poles	350.00

To listen to this meeting, please refer to Tape #260.

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Sept 18, 2003

Julia Hoffman } Kesterson
Janet McAuley } Citate

Richard C. Westcott "

J C WAREHEIN

SUSAN MCCLOUD

Sheryl Hines

