

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: MINUTES OF MEETING HELD  
MONDAY, JANUARY 12, 2004

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.

At 11:00 A.M., the County Commission met with Amy Harries from the Mid-Ohio Valley Regional Council, to discuss a grant application. 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 an application for funding through the Transportation Enhancement Program. The aforementioned application requests funding in the amount of ninety-two thousand dollars and 00/100ths cents (\$92,000.00) for the construction of a sidewalk on the west side of Route 68 from Lake Street to Ridgeway approximately one thousand nine hundred (1,900) feet in length. The said Transportation Enhancement Program Grant requires a twenty percent (20%) match from the County Commission of Wood County, which would be in the amount of twenty-three thousand dollars and 00/100ths cents (\$23,000.00). The said application and other documentation pertaining to the said Transportation Enhancement Grant is on file in the Office of the County Administrator. An Order was prepared regarding this matter.

At 11:30 A.M., the County Commission met with Ginny Conley, Prosecuting Attorney to discuss the Day Reporting Center and Home Confinement. 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 the County proceed with the Alternative Sentencing Program (Day Reporting Center) and proceed with the possibility of a liaison between the Day Reporting Center and the Home Confinement Program, leaving the Home Confinement Program under the control of the Sheriff of Wood County. The motion further reflecting that the said Candice Null proceed with the application project for funding under the Community Corrections Act for said Day Reporting Center. An Order was prepared regarding this matter.

They then briefly discussed General Ambulance with Ms. Conley. The Commissioners are still receiving complaints and General Ambulance is still using a phone number for emergencies on their advertisements instead of using the 911 number. Ms. Conley will have one of her assistants check into this matter.

Robert K. Tebay was sworn in to the Mid-Ohio Valley Board of Health.

Larry Edwards was sworn in to the Local Emergency Planning Commission.

Ken Merritt was sworn in to the Enhanced 911 Advisory Board and the Wood County Parks and Recreation Commission (Mountwood Park).

Rick Modesitt, K.D. Merritt and Robert K. Tebay were sworn in to the Commission on Crime, Delinquency and Correction and the Commission on Intergovernmental Relations.

Rick Modesitt and Robert K. Tebay were sworn in to the Wood County Development Authority.

Edwin Dils and Charlie Casto were sworn in to the Wood County Development Authority.

Rick Modesitt and Robert K. Tebay were sworn in to the Workforce Investment Authority.

Virgil Flinn was sworn in to the Region V Emergency Medical Services Board.

The County Commission of Wood County was in receipt of a letter and a 2004 resubmission and application procedures from the West Virginia Development Office, Charleston, West Virginia, in regard to the 2003 Small Cities Block Grant Application for the Lubeck Public Service District/Wadesville Area Water Extension project. The aforementioned letter informs the County Commission of Wood County that the 2003 Small Cities Block Grant application could not be funded. Documentation pertaining to the 2003 Small Cities Block Grant application 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 the TRAVEL REGULATIONS FOR USE BY COUNTY EMPLOYEES be AMENDED as follows.

1. Page 2 - The following sentence added at the end of item 3. under Meal Allowances  
"Receipted bills for meals must accompany the employees expense account."
2. Page 2 - Mileage rate has been changed by the Internal Revenue Services to 37.5 cents per mile effective January 1, 2004.

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, did hereby ORDER

that the bid be let for health insurance coverage for County employees. At such time as the bid specifications have been completed, the County Commission of Wood County shall place a Class II Legal Notice in both local newspapers, The Parkersburg News and the Parkersburg Sentinel. 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, did hereby ORDER that the bid be let for liability insurance coverage for Wood County. At such time as the bid specifications have been completed, the County Commission of Wood County shall place a Class II Legal Notice in both local newspapers, The Parkersburg News and the Parkersburg Sentinel. 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 Enforcing the Underage Drinking Program Grant Number 02-UD-79. No expenditures were incurred by Wood County during the month of December, 2003. In addition to the Request for Reimbursement; the Monthly Report; the Financial Recap; the Daily Time Records of the Coordinator of Project S.O.B.E.R.; the Monthly Supervisor's Report; the Project Director's Monthly Reports; and the Project Financial Report are being submitted to the Criminal Justice Services, Charleston, West Virginia. Documentation pertaining to the Enforcing the 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, did hereby RECEIVE and EXECUTE the original AGREEMENT by and between THE COUNTY COMMISSION OF WOOD

COUNTY and IMAGES OF WEST VIRGINIA, INC. AND MS CONSULTANTS, INC. in regard to pursuing grants, loans and other appropriate funding for the establishment of a storm water management system for areas of Wood County. The receipt of the aforementioned original AGREEMENT is pursuant to an ORDER appearing in Order Book 66, at Page 128 and bearing the date of January 5, 2004, at which time the County Commission of Wood County AUTHORIZED the EXECUTION of such AGREEMENT. An Order was prepared regarding this matter.

The County Commission of Wood County was in receipt of Report Number Six (6) covering the period of October 1, 2003 through December 31, 2003 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 the salary and most of the benefits of Patrick LeFebure who has been hired as the Community Gun Violence Assistant Prosecuting Attorney for Wood County. The remaining benefits of Patrick LeFebure will be provided through the budget allocation of the Prosecuting Attorney for Wood County. 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 made by K.D. Merritt, seconded by Rick Modesitt 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 2002-GP-CX-0127. Funding for the aforementioned Local Law Enforcement Block Grant is

through the United States Department of Justice, Office of Justice Programs, Washington, D.C. Expenditures in the amount of seventy-nine thousand four hundred seventy-four dollars and seventy-nine cents (\$79,474.79) were incurred during the period of October 1, 2003 through December 31, 2003; however, the Federal share of outlays is in the amount of sixty thousand dollars and 00/100ths cents (\$60,000.00) with the local (County) outlay in the amount of nineteen thousand four hundred thirty-four dollars and seventy-nine cents (\$19,434.79). 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, upon a motion made by K.D. Merritt, seconded by Rick Modesitt 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 Reports in regard to the Local Law Enforcement Block Grant Number 2002-LB-BX-2396. Funding for the aforementioned Local Law Enforcement Block Grant is through the United States Department of Justice, Office of Justice Programs, Washington, D.C. Expenditures in the amount of thirty-one thousand four hundred fifty-four dollars and 00/100ths cents (\$31,454.00) were incurred during the period of July 1, 2003 through September 30, 2003; however the Federal share of outlays is in the amount of twenty-eight thousand three hundred eight dollars and sixty cents (\$28,308.60) with the local (County) share in the amount of three thousand one hundred forty-five dollars and forty cents (\$3,145.40). Expenditures in the amount of thirty-three thousand five hundred fifty-four dollars and 00/100ths cents (\$33,554.00) were incurred during the period of October 1, 2003 through December 31, 2003; however, the Federal share of outlays is in the amount of thirty thousand one hundred fifty-four dollars and 00/100ths cents (\$30,154.00) with the local

(County) share in the amount of three thousand four hundred dollars and 00/100ths cents (\$3,400.00). 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 three thousand four hundred seventy dollars and nineteen cents (\$3,470.19) which represents reimbursement to Wood County for expenses incurred during the month of October, 2003 in regard to the Victims of Crime Act (VOCA) Program Grant Number 02-VA-050. Receipt of the aforementioned check is pursuant to an Order appearing in Order Book 66, at Page 115 and bearing the date of December 15, 2003, at which time Rick Modesitt, 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 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 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 02-A-D-157. Expenditures in the amount of six thousand four hundred forty-five dollars and four cents (\$6,149.04) were incurred by Wood County during the month of December, 2003. However, the Request for Reimbursement is in the amount of five thousand two hundred twenty-four dollars and 00/100ths cents (\$5,224.00) which represents payment of contractual services provided by Rozann Wilcox, Juvenile Justice Liaison, and Michelle Buckley, Project R.E.P.A.Y./Youth Transition Coordinator. The amount of one thousand two hundred twenty-

one dollars and 04/100ths cents (\$1,221.04) represents the cash match as set forth in the aforementioned Grant. In addition to the Request for Reimbursement; the Monthly Reports; the Financial Recap; the Daily Time Records for 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, did hereby AUTHORIZE Rick Modesitt, 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 Laws Program Grant Number 03-UD-110. Expenditures in the amount of two thousand four hundred twelve dollars and 00/100ths cents (\$2,412.00) were incurred during the month of December, 2003. In addition to the Request for Reimbursement; the Monthly Report; the Project Director's Monthly Report; the Financial Recap; the Daily Time Records of the Program Director, Kelly Shook; the Monthly Supervisor's Report; the Monthly Demographic Report; overtime requests and payroll information from the Vienna Police Department and the Project Financial Report are being submitted to the Division of Criminal Justice Services, Charleston, West Virginia. Documentation pertaining to the Enforcing the Underage Drinking Laws 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 was in receipt of a check in the amount of five thousand four hundred forty dollars and 00/100ths cents (\$5,440.00) from the State of West Virginia in regard to the Juvenile Accountability Incentive Block Grant Number 02-A-D-157. Receipt of the aforementioned check is pursuant to an ORDER appearing in Order Book 66, at Page 89 and bearing the date of November 13, 2003, at which time Rick Modesitt, in his official capacity as President and on behalf of the County Commission, was AUTHORIZED to EXECUTE the Request for Reimbursement for expenses incurred during the month of October, 2003. Documentation pertaining 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 Robert K. Tebay, seconded by K.D. Merritt and made unanimous by Rick Modesitt reappointed Charles Cross to the Wood County Parks and Recreation Commission (Mountwood Park). Said appointment 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. Cross's new term will expire December 16, 2006. 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 Andy Swearingen to the Wood County Parks and Recreation Commission (Mountwood Park). Said appointment is pursuant to an Order appearing in Order Book 51, at Page 433 and bearing the

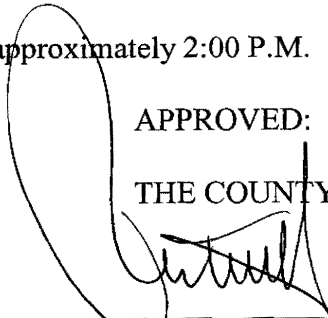
date of April 1, 1991, which deals with the procedure policy for appointments to boards and authorities. Mr. Swearingen's new term will expire December 16, 2006. An Order was prepared regarding this matter.

Jamie Six, Clerk of the County Commission of Wood County, presented to the County Commission of Wood County a letter requesting permission to destroy the 1998 Candidate Financial Statements. Upon a motion made by Robert K. Tebay, seconded by K.D. Merritt and made unanimous by Rick Modesitt, the County Commission of Wood County does hereby ORDER that the 1998 Candidate Financial Statements be destroyed in accordance with Chapter 3, Article 8, Section 6 of the Code of West Virginia, 1931, as amended. The aforementioned records have been preserved for the five (5) years as provided by law. An Order was prepared regarding this matter.

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

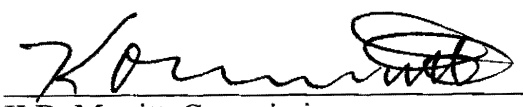
APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY



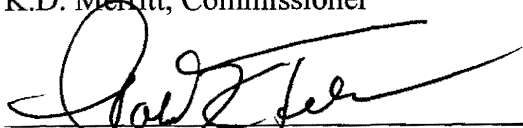
---

Rick Modesitt, President



---

K.D. Merritt, Commissioner



---

Robert K. Tebay, Commissioner

PURCHASE ORDERS APPROVED ON JANUARY 12, 2004

29331	Dartek Computer Supply	317.01
29333	Broadwaters Motorcar	20.90
29343	Office Depot	16.32
29347	Sir Speedy Printing	50.00
29351	Assurance Business Forms	797.50
29353	Casto & Harris	1308.80
29355	Parkersburg Printing	200.00
31116	Parkersburg Office Supply	40.28
31126	Broadwaters Motorcar	40.59
31130	Sam's Club	145.98
31154	CDW-G	5279.23
31168	Mahone Tire	1208.60
31170	Broadwaters Motorcar	1053.69
31194	Parks Hardware	56.25
31196	Parkersburg Office Supply	271.52

To listen to this meeting, please refer to Tape #306 and Tape #307.

ab

January 12, 2004

PLEASE PRINT

MRRC

1. Amy HARRIES
2. Ginny Conley
3. Paul Smith
4. GENE SHAFFER
- 5.
- 6.
- 7.
- 8.
- 9.
- 10