

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: MINUTES OF MEETING HELD
MONDAY, JULY 26, 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 invoices and other correspondence.

The County Commission, upon a motion made by K.D. Merritt, seconded by Robert K. Tebay and made unanimous by Rick Modesitt, approved minutes from May 20, 2004, May 24, 2004, May 26, 2004, May 27, 2004, June 1, 2004, June 3, 2004 and June 7, 2004.

The County Commission, upon a motion duly made, seconded and passed, approved Erroneous Assessment Applications in regard to real property for Jack L. Berry – Walker District (2004); Kathy VanMeter – Walker District (2004); James K. Murphy Life Estate – Lubeck District (two for 2004); Pat Stull – Union District (2004); Russ Tracewell – Vienna District (2003) and for Lea D. Sakach – Parkersburg City District (2004).

The County Commission, upon a motion duly made, seconded and passed, approved Erroneous Assessment Applications in regard to personal property for Wild Coyote Tavern & Grill – Lubeck District (2004) and Broadway Sandwich Shop – Parkersburg City District (2004).

Someone discussed the Return to Work Program in regard to Workers' Compensation. He will get more information on this program.

At 10:30 o'clock A.M., the County Commission opened sealed bids for the purchase of a Livescan Booking Station, or equivalent, for the Wood County Sheriff's Department. The purchase of the aforementioned Booking Station will be funded through the Local Law

Enforcement Grant Number 2003-LB-BX-1478 under the United States Department of Justice, Washington, D.C. One (1) bid was received.

1. Cogent Systems
11480 Commerce Park Drive
Suite 150
Reston, VA 20191
Bid: \$25,920.00
Options: 4,675.00 - Card Printer
328.00 - Signature Pad - USB
310.00 - Signature Pad - Serial
2,500.00 - Connectivity to State AFIS
2,500.00 - Connectivity to Booking

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 take the aforementioned bid under advisement. An Order was prepared regarding this matter. Chief Charlie Johnson was present for this meeting.

At 10:45 o'clock A.M., the County Commission opened sealed bids for the purchase and installation of ZETRON, or Approved Equivalent, 4010 Tabletop Consoles for use at the Parkersburg Police Department Dispatch Room which will be utilized as backup radio consoles for the County's Enhanced 9-1-1 System. Such sealed bids were received pursuant to a legal notice appearing in both local newspapers, The Parkersburg News and The Parkersburg Sentinel, on July 9, 2004 and on July 16, 2004; and further pursuant to an ORDER appearing in Order Book 66, at Page 303 and bearing the date of June 24, 2004, at which time the County Commission ORDERED that the bid be let. Sealed bids were received from the following.

1. Miller Communications, Inc.
P.O. Box 474A
Parkersburg, WV 26101
Bid: \$42,995.00
2. Staley Communications

302 Putnam Avenue
Zanesville, Ohio 43701-4929
Bid: \$47,689.00

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 take the aforementioned bids under advisement. An Order was prepared regarding this matter.

At 11:00 A.M., the County Commission met with Robert Bays, Attorney for a hearing in regard to the Wood County Development Authority. K.C. Linder, Compliance Officer was present along with Sam Winans, Wood County Development Authority. Mr. Bays stated they are not here to contest that a barn needs torn down and work done on the property; they hope to have it down by the end of August and the trailer will be hauled out; they will comply.

At 11:15 A.M., came Robert Lockhart of 152 Crescent Moon Drive, and requested the County Commission of Wood County to purchase a street sign for the four (4) residents residing on Crescent Moon Drive. With the inception of the new 9-1-1 addressing the private drive utilized by the aforementioned residents has now been named CRESCENT MOON DRIVE. The residents are in the Lubeck area, but have a Parkersburg address since there is not a post office in the unincorporated area known as Lubeck. Mr. Lockhart stated this was confusing to people not familiar with the area, particularly delivery personnel, and was further concerned about emergency vehicles, if needed, not being able to locate them. The County Commission of Wood County, upon a motion duly made, seconded and passed, did hereby AUTHORIZE the purchase of two signs, one being CRESCENT MOON DRIVE and the other being BALL SCHOOL ROAD, along with a ten (10) foot pipe and hardware needed to install such street sign. The

residents, according to Mr. Lockhart, have unanimously agreed to install such a street sign. An Order was prepared regarding this matter.

At 11:30 A.M., the County Commission met with Dean Fuller and Roger Sheppard from WTAP to discuss television advertising. They left information involving advertising during the Olympics and high school football games and information on commercials, demographics, etc. Discussion took place.

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 amount of five thousand dollars and 00/100ths cents (\$5,000.00) be set aside from the Financial Stabilization Fund for the purchase of street signs and poles for residents of the County that do not reside on State owned streets or in newly developed subdivisions. Each request for such street signs, as a result of the new addressing system for the County, shall be evaluated on an individual basis by the County Commission of Wood County. An Order was prepared regarding this matter.

Duane E. Jones, Assistant 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 A.B. Contracting, Inc., to name the roads that provide access in Westover Estates Subdivision. The said Request does not interfere with the scheduled readdressing and mapping for the E-9-1-1 Master Street Addressing Guide. A.B. Contracting, Inc. requested the roads be named WESTOVER LANE, BROOK CIRCLE, ZUSPAN LANE AND PARSONS LANE. The roads to be known as WESTOVER LANE, BROOK CIRCLE, ZUSPAN LANE AND PARSONS LANE are located in a new development to be known as Westover Estates Subdivision located off Harris Highway with access by former Taylor Ridge Road, which was destroyed, in Lubeck

Taxing District, Tax Map 410, Parcel Numbers C, D, E. The request by A.B. Contracting, Inc. 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 A.B. Contracting, Inc., 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 roads be named WESTOVER LANE, BROOK CIRCLE, ZUSPAN LANE AND PARSONS 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 K.D. Merritt and made unanimous by Rick Modesitt, did hereby ACCEPT and consequently will FILE the Standard Operating Guidelines for the Central Telecommunications (CTC) of Wood County. The aforementioned Standard Operating Guidelines bear a revision date of July 31, 2002. The following individual guidelines were revised as of July 1, 2003.

Chapter 7. - Emergency Medical Services Relationships and Procedures

7.1 Wood County Emergency Medical Service Guidelines

- Emergency Medical Dispatching
- EMD Systems Overview
- EMD Call Taking Procedures
- EMD All Caller Interrogation Protocol

- EMD Chief Complaint Protocol
- EMD Glossary of Terms Cards
- EMD Pre-Arrival Instructions (PAIs)
- Relay of Information to Responding Units
- Do Not Resuscitate
- Refusal of Service/Cancellations
- Telecommunications Device for the Deaf (TDD) – EMD
- Translation Services – EMD
- Quality Assurance and Continuous Improvement

The following guidelines were revised as of January 26, 2004.

Chapter 8. - Other Required Responses and Procedures

- Wrecker Requests – Law Enforcement
- Supplemental Clarifications and Procedures

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 ORDER the ADOPTION of a RESOLUTION that RESOLVES that the County Commission of Wood County does hereby proclaim September 27, 2004 as FAMILY DAY – A DAY TO EAT DINNER WITH YOUR CHILDREN. 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 nine thousand two hundred dollars and fifty-two cents (\$9,200.52), of which the amount of one thousand dollars and 00/100ths cents (\$1,000.00) represents reimbursement to Wood County for expenses incurred during the month of May, 2004, in regard to the Juvenile Justice and Delinquency Prevention Grant Number 03-JJC-014. Receipt of the aforementioned check is pursuant to an Order appearing in Order Book 66, at Page 299 and bearing the date of June 24, 2004, at which time Rick Modesitt, in his official capacity as President and on behalf of the County Commission of Wood County, was AUTHORIZED to EXECUTE the Request for Reimbursement. 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.

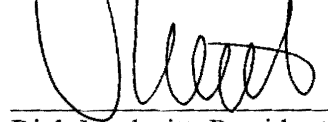
The County Commission, upon a motion duly made, seconded and passed, did hereby give APPROVAL to West Virginia Extension Office employee Judy Lewis to park around the Courthouse on a temporary basis. The aforementioned APPROVAL shall begin on Monday, August 2, 2004, and is due to the fact that the doctor has restricted walking on the part of Ms. Lewis after receiving a fractured ankle following a fall on the Market Street steps of the Wood County Courthouse on June 1, 2004. In accordance with the prescribed restrictions of Ms. Lewis by her doctor, Ms. Lewis will only be working four (4) hours each day. 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 nine thousand two hundred dollars and fifty-two cents (\$9,200.52), of which the amount of eight thousand two hundred dollars and fifty-two cents (\$8,200.52) represents reimbursement to Wood County for expenses incurred during the month of May, 2004, in regard to the Enforcing the Underage Drinking Laws Program Grant Number 03-UD-110. Receipt of the aforementioned check is pursuant to an Order appearing in Order Book 66, at Page 296 and bearing the date of June 17, 2004, 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 the month of May, 2004. 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.

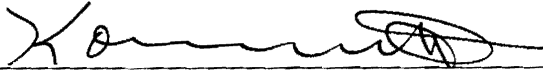
Having no further scheduled appointments or business to attend to, the County Commission adjourned at approximately 12:00 Noon.

APPROVED:

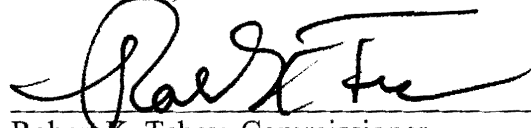
THE COUNTY COMMISSION OF WOOD COUNTY



Rick Modesitt, President



K.D. Merritt, Commissioner



Robert K. Tebay, Commissioner

To listen to this meeting, please refer to Tape #399 and Tape #400.

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July 26, 2004

PLEASE PRINT

1. JERED MONTGOMERY
2. Tom DeLozier
3. Robert Lockhart
4. K.C. LINDSEY
5. ~~ALAN~~ Robert L. Rags
6. Sam E. Winans
7. Dean Fuller - WTAP
8. ROGER STEPPARD - WTAP
- 9.
- 10.