

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: MINUTES OF MEETING HELD  
THURSDAY, MAY 20, 2004

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

ABSENT: 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 approximately 9:45 A.M., the County Commission met with Sheila Ratliff. Ms. Ratliff discussed an estate.

At 10:45 A.M., the County Commission met with Candice Null to discuss the Wood County Community Corrections Committee.

The County Commission, upon a motion made by Rick Modesitt, seconded by K.D. Merritt and passed, appointed Christina Smith of ARC of Wood County, 521 Market Street #17, Parkersburg, WV, to replace Cara Kent on the Wood County Community Corrections Committee. An Order was prepared regarding this matter.

At 11:00 A.M., the County Commission held a public hearing in regard to the Annexation of Property by Minor Boundary Adjustment for property located in Tygart District. Joseph Santer, Attorney for the City of Parkersburg and Donna Davis were present. After discussion, the County Commission, upon a motion duly made, seconded and passed, ORDERED that said property be annexed, by minor boundary adjustment, to the petitioner, the City of Parkersburg. The Final Order with description of the property is attached to these minutes and should be made a part thereof.

The City of Parkersburg then presented an application for Annexation of another piece of property in Tygart District. The County Commission accepted the petition and set a hearing date for June 24, 2004 at 10:45 A.M. An Order was prepared regarding this matter.

At 11:30 A.M., the County Commission met with Todd Wiseman, Attorney; Ralph Troisi, Attorney; Harry Deitzler, Attorney and Autumn Moncrief to discuss the Seth M. Miller estate. After testimony, Jay Michael Miller submitted his Petition to Resign as Administrator of the Estate of Seth Michael Miller, Deceased. Said Petition is approved and upon a motion duly made, seconded and passed, Autumn Moncrief, Seth's mother, is appointed as Administratrix of the estate and that a bond be posted in the amount of \$100.00. Information in regard to this hearing is on file in the Probate Office.

The County Commission of Wood County was in receipt of a check from the State of West Virginia in the amount of sixteen thousand eight hundred seventy-one dollars and thirty-eight cents (\$16,871.38) of which the amount of four thousand two hundred fifty dollars and 00/100ths cents (\$4,250.00) represents reimbursement to Wood County for expenses incurred during the month of March, 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 241 and bearing the date of April 19, 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 of Wood County was in receipt of a letter from the West Virginia Development Office, Charleston, WV, ADVISING the said County Commission of

Wood County that the request for a budget amendment in regard to the Fiscal Year 2000 Small Cities Block Grant Number 00SCBG0019X, Claywood Park Public Service District Water Extension, had been APPROVED. Receipt of the aforementioned budget amendment approval is pursuant to an ORDER appearing in Order Book 66, at Page 257 and bearing the date of May 6, 2004, at which time the request was EXECUTED by Rick Modesitt, in his official capacity as President and on behalf of the County Commission. Documentation pertaining to the Small Cities Block Grant is on file in the Office of the County Administrator. The administration of the aforementioned Small Cities Block Grant is completed by the Mid-Ohio Valley Regional Council. 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 sixteen thousand eight hundred seventy-one dollars and thirty-eight cents (\$16,871.38) of which the amount of twelve thousand six hundred twenty-one dollars and thirty-eight cents (\$12,621.38) represents reimbursement to Wood County for expenses incurred during the months of November, December, 2003 and January, February, 2004 in regard to the STOP Violence Against Women Grant Number 02-VAW-008. Receipt of the aforementioned check is pursuant to ORDERS appearing in Order Book 66, at Pages 231, 234 and 235 and bearing the date of April 12, 2004, at which time the Requests for Reimbursement were EXECUTED by Rick Modesitt, in his official capacity as President and on behalf of the County Commission, for the months of November, December, 2003 and January, February, 2004. The aforementioned ORDERS are in the total amount of thirteen thousand three hundred eleven dollars and eighty-three cents (\$13,311.83); however, the check from the Division of Criminal Justice Services is in the amount of twelve thousand six hundred twenty-one dollars and thirty-eight cents (\$12,621.38), a difference of six hundred ninety dollars and forty-five cents

(\$690.45). 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 Rick Modesitt 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 three thousand four hundred eighty-seven dollars and thirty-eight cents (\$3,487.38) were incurred by Wood County during the month of March, 2004, 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. In addition to the Request for Reimbursement; the Financial Recap; the Monthly Progress Reports from both the Victims Advocate and the Victims Advocate Assistant; the Monthly Statistics Report; the Daily Time Records for the Victims Advocate and for the Victims Advocate Assistant; 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.

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 sign the Request for Reimbursement in regard to the STOP Violence Against Women Grant Number 02-VAW-008. Wood County incurred expenditures in the amount of six thousand seven hundred seventy-five dollars and eighty-four cents (\$6,775.84) during the month of March, 2004. However, the

Request for Reimbursement is in the amount of four thousand three hundred sixty-two dollars and seventeen cents (\$4,362.17) of which the amount of one thousand one hundred eighty-seven dollars and eighty-eight cents (\$1,187.88) represents payment of overtime compensation paid to law enforcement personnel of the City of Parkersburg and the Wood County Sheriff's Department in regard to the STOP Domestic Violence Against Women Program Grant. Funds in the amount of three thousand one hundred seventy-four dollars and twenty-nine cents (\$3,174.29) were utilized for payment of services provided by Angela Duranti, Assistant Prosecuting Attorney, who is responsible for enhancing the Silence Affects Families Everywhere (S.A.F.E.) Team. Funds in the amount of two thousand forty-three dollars and thirty-seven cents (\$2,043.37) were utilized as cash funds, as set forth in the aforementioned Grant and is being provided by the County. In addition to the Request for Reimbursement, the Monthly Reports for the Wood County SAFE Team; the Prosecuting Attorney's Report; the Monthly Progress Report of the Assistant Prosecuting Attorney; the Prosecution Tracking Forms; the Demographic Report of law enforcement at the City of Parkersburg for the months of February and March, 2004; the Demographic Report of law enforcement at the Wood County Sheriff's Department for the month of March, 2004; the Daily Time Records for the Assistant Prosecuting Attorney Angela Duranti, for law enforcement officials at the City of Parkersburg and for law enforcement officials at the Wood County Sheriff's Department; Financial Information for the City of Parkersburg Law Enforcement officials for the months of February and March, 2004 and for the Wood County Sheriff's Law Enforcement Officials for the month of March, 2004 and the Project Financial Reports are being submitted to the Criminal Justice Services, Charleston, West Virginia. Documentation pertaining to the STOP Violence Against Women 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, upon a motion made by K.D Merritt, seconded by Rick Modesitt and made unanimous by Robert K. Tebay, did hereby ORDER that the amount of six thousand five hundred eighty-seven dollars and eighty-four cents (\$6,587.84) be released from the original escrow account in the amount of thirty thousand dollars and 00/100ths cents (\$30,000.00) set up by Timothy Stoneking at First National Bank, 4416 Emerson Avenue, Parkersburg, WV. The aforementioned amount of thirty thousand dollars and 00/100ths cents (\$30,000.00) was set up at the said First National Bank by the said Timothy Stoneking to insure that improvements are completed in accordance with the Subdivision Regulations for Wood County in regard to the development of Lubeck Hills, Section "F" Subdivision located in Lubeck Taxing District. An Order was prepared regarding this matter.

The County Commission of Wood County was in receipt of the AMENDED CERTIFICATE of VALUATION from the Assessor of Wood County, Steven A. Grimm. The aforementioned AMENDED CERTIFICATE of VALUATION reflects the Assessed Valuation for Tax Purposes decreasing from two billion six hundred sixteen million two hundred eleven thousand nine hundred thirty-eight dollars and 00/100ths cents (\$2,616,211,938.00) to two billion six hundred fourteen million nine hundred seven thousand seventy-three dollars and 00/100ths cents (\$2,614,907,073.00). As far as the Wood County Commission Levy Page for the fiscal year 2004/2005, the percentage for uncollectable taxes and exonerations decreases from seven percent (7%), seven hundred thirty-nine thousand six hundred three dollars and 00/100ths cents (\$739,603.00), to 6.94440%, seven hundred thirty-three thousand two hundred ninety dollars and 00/10ths cents 733,290.00). The net amount to be raised by levy of property taxes for the Wood County Commission remains the same, nine million four hundred thirty seven thousand forty dollars and 00/100ths cents (\$9,437,040.00). The Levy Page – Fiscal Year

2004-2005 Regular Current Expense Levy for the Wood County Commission is attached to this ORDER and replaces Page 3 of the Levy Estimate, Official Budget Document appearing in Order Book 66, at Page 218 and bearing the date of March 29, 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 passed, did hereby AUTHORIZE Rick Modesitt, in his official capacity as President and on behalf of the County Commission, to enter into an AGREEMENT by and between the County Commission of Wood County, Parkersburg, West Virginia, and Professional Services Industries, Inc., 153 Williams Highway, Parkersburg, West Virginia, in regard to concrete cylinder testing for the Wood County Planning Commission. The aforementioned testing consists of a compressive strength testing of concrete samples taken at the site by the County Compliance Officer at the time of pouring concrete at any specific subdivision as required by the Subdivision Regulations for Wood County. The cost per cylinder for such testing is in the amount of thirteen dollars and 00/100ths cents (\$13.00) which includes a complete report furnished to the Office of the County Administrator to be filed in the appropriate subdivision file. 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 Jason Brookover to name the road that provides access to his residence. The said Request does not interfere with the scheduled readdressing and mapping for the E-9-1-1 Master Street Addressing Guide. Jason Brookover, requested the road be named WEATHERBY LANE. The road to be known as Weatherby Lane is located off Lake Washington Road in Lubeck Taxing District, Tax Map 120, Parcel Number M1-M5. The request by Jason Brookover 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 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 Jason Brookover, 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 Rick Modesitt and passed, does hereby ORDER that the aforementioned road be named WEATHERBY LANE. The County Commission of Wood County 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.

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 Request for Reimbursement in regard to the Enforcing the Underage Drinking Laws Program Grant Number 03-UD-110. Expenditures in the amount of six thousand two hundred eighty-eight dollars and ninety-nine cents (\$6,288.99) were incurred by Wood County during the month of April, 2004, which represents reimbursement for contractual services provided by Kelly Shook, Project S.O.B.E.R. (Services, Observation, Behavior Modification, Education and Rehabilitation) Coordinator, for overtime compensation paid to law enforcement officials from the City of Parkersburg and the City of Williamstown, and for "buy" money used in compliance checkpoints. In addition to the Request for Reimbursement; the Monthly Report; the Project



Director's Monthly Report; the Financial Recap; Invoices in regard to "buy" money for compliance checks; the Daily Time Records of the Program Director, Kelly Shook; the Time Records of Law Enforcement officers of the City of Parkersburg and the City of Williamstown who participated in the compliance checkpoints; the Project Director's Monthly Report; the Monthly Supervisor's Report; the Monthly Demographic Report; 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.

The County Commission of Wood County was in receipt of the Pledged Security Release Notification from Wachovia Bank (Community Bank of Parkersburg), Parkersburg, West Virginia, which has pledged securities as a County Depository. The Pledged Security Release Notification reflects two hundred thousand dollars and 00/100ths cents (\$200,000.00) in Federal Home Loan Mortgage Corp Medium Term Notes, Cusip Number 3128X1DD6, 3.20% interest with a maturity date of May 21, 2008. An Order was prepared regarding this matter.

The County Commission of Wood County was in receipt of the Pledged Security Release Notification from Wachovia Bank (Community Bank of Parkersburg), Parkersburg, West Virginia, which has pledged securities as a County Depository. The Pledged Security Release Notification reflects two hundred thousand dollars and 00/100ths cents (\$200,000.00) in United States Treasury Bonds, Cusip Number 3128GKPR9, 6.0% interest with a maturity date of April 1, 2016. An Order was prepared regarding this matter.

The County Commission of Wood County was in receipt of the Pledged Security Release Notification from Wachovia Bank (Community Bank of Parkersburg), Parkersburg, West Virginia, which has pledged securities as a County Depository. The Pledged Security Release

Notification reflects one hundred thousand dollars and 00/100ths cents (\$100,000.00) in United States Treasury Bonds, Cusip Number 3188C2F6, 5.50% interest with a maturity date of September 1, 2016. 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 Request for Reimbursement in regard to the Project Heavy Metal Grant Number 03-PSN-02. Expenditures in the amount of four hundred fifty dollars and 00/100ths cents (\$450.00) were incurred by Wood County during the month of April, 2004, which represents payment of contractual services provided by Greg Collins, Project Safe Neighborhoods Coordinator. In addition to the Request for Reimbursement; the Monthly Report; the Grant Progress Report; the Daily Time Records for the Project Safe Neighborhood Coordinator; and the Project Financial Report are being submitted to the Criminal Justice Services Office, Charleston, West Virginia. Documentation pertaining to the Project Heavy Metal 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 Request for Reimbursement in regard to the Juvenile Accountability Incentive Block Grant Number 02-A-D-157. Expenditures in the amount of five thousand five hundred sixty-eight dollars and 00/100th cents (\$5,568.00) were incurred by Wood County during the month of April, 2004, 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 cash match as set

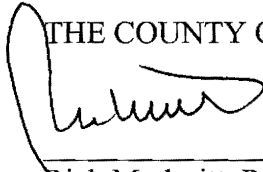
forth in the Juvenile Accountability Incentive Block Grant has been met. In addition to the Request for Reimbursement; the Monthly Report; the Financial Recap; the Project Financial Report; the Daily Time Records for the Project R.E.P.A.Y./Youth Transition Coordinator and for the Juvenile Justice Liaison; the Project Director's Monthly Reports from both the Project R.E.P.A.Y./Youth Transition Coordinator and for the Juvenile Justice Liaison; the Demographic Reports for both the Project R.E.P.A.Y./Youth Transition Coordinator and for the Juvenile Justice Liaison are being submitted to the Division of Criminal Justice Services, 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 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 Request for Reimbursement in regard to the Combating Underage Drinking Program Grant Number 02-UD-79. Expenditures in the amount of six hundred thirty-six dollars and thirty-seven cents (\$636.37) were incurred by Wood County during the month of April, 2004, which represents payment of material and supplies set forth in the said Combating Underage Drinking Program Grant. In addition to the Request for Reimbursement; the Monthly Report; the Financial Recap; 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 approximately 12:00 Noon.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY



Rick Modesitt, President



K.D. Merritt, Commissioner

PURCHASE ORDERS APPROVED ON MAY 20, 2004

29627	Tesa	63.49
29665	Parkersburg Office Supply	107.62
29671	Newberry Hardware	3.19
29685	Chapman Printing	140.73
31554	McHenry Electric	123.50
31632	Dartek Computer Supply	1610.72
31646	Ecost.com	1056.00
31668	Guardian Glass	168.16
31676	Rocky's Towing	25.00
31680	Wal-Mart	57.90
31684	American Flags & Poles	250.00
31688	Hicks Outdoor Advertising	1000.00
31692	Wal-Mart	56.75
31694	Parkersburg Office Supply	31.39
31696	Parkersburg Office Supply	112.23
31698	Office Depot	47.64
31710	Oreck Floor Care	35.90
31716	Parkersburg Office Supply	39.24

To listen to this meeting, please refer to Tape #374.

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May 20, 2004

PLEASE PRINT

1. Sheila Rafferty
2. Candice Dull
3. Donna Davis
4. JOSEPH J. SANTER
5. Todd Wiseman, Ralph Tronzi, Autumn Moncrief/Harry DePina
- 6.
- 7.
- 8.
- 9.
- 10.