

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: MINUTES OF MEETING HELD
MONDAY, DECEMBER 19, 2005

PRESENT: GARY D. DEEM, PRESIDENT
ROBERT K. TEBAY, COMMISSIONER
RICK MODESITT, 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 real property for Margaret G. Murphy - Parkersburg City District (2005) and for Sherri D. Pepper - Parkersburg City District (two for 2005).

The County Commission of Wood County, upon a motion duly made, seconded and passed, did hereby AUTHORIZE Gary D. Deem, in his official capacity as President and on behalf of the County Commission, to EXECUTE a QUIT CLAIM DEED by and between the COUNTY COMMISSION OF WOOD COUNTY, WOOD COUNTY, WEST VIRGINIA and LUCILLE LOCKHART, Parkersburg, West Virginia, in regard to a 0.505 acre tract of land sold at a PUBLIC AUCTION held by the said COUNTY COMMISSION OF WOOD COUNTY on November 21, 2005. The aforementioned 0.505 acre tract of land is located in the City of Parkersburg and more fully described in an ORDER of the County Commission of Wood County appearing in Order Book 67, at Page 243 and bearing the date of November 21, 2005. The said Lucille Lockhart paid the amount of one hundred dollars and 00/100ths cents (\$100.00) for the aforementioned 0.505 acre tract of land. An Order was prepared regarding this matter.

The County Commission of Wood County was in receipt of a check from the West Virginia Division of Culture and History, Charleston, West Virginia, in the amount of twenty-three thousand two hundred eighty-four dollars and thirty-eight cents (\$23,284.38) in regard to the County Records Management and Preservation Grant Program for the purchase and installation of two (2) carousel filing units for the Office of the Wood County Assessor. Receipt of the aforementioned check is pursuant to an ORDER appearing in Order Book 67, at Page 220 and bearing the date of October 31, 2005, at which time the Invoice in the amount of twenty-three thousand two hundred eighty-four dollars and thirty-eight cents (\$23,284.38), was EXECUTED by Gary D. Deem, in his official capacity as President and on behalf of the County Commission. Documentation pertaining to the County Records Management and Preservation Grant Program 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 Rick Modesitt, seconded by Robert K. Tebay and passed, did hereby AUTHORIZE Gary D. Deem, in his official capacity as President and on behalf of the County Commission, to sign the Request for Reimbursement in regard to the West Virginia Community Corrections Revenue Grant Number 06-CCF-64. Expenditures in the amount of eleven thousand eight hundred eighty-four dollars and seventy-eight cents (\$11,884.78) were incurred by Wood County during the month of November, 2005. However, the Request for reimbursement is in the amount of seven thousand three hundred sixteen dollars and ninety-two cents (\$7,316.92) which represents payment of contractual services provided by Carrie Atkinson, Part-Time Assistant; payment of contractual services provided by Hernando Escandon, Counselor; payment of contractual services provided by Tim Underwood, Part-Time Counselor; and payment of contractual services provided by

Erin Lentz, Part-Time Case Manager. The amount of four thousand five hundred sixty-seven dollars and eighty-six cents (\$4,567.86) represents the cash match as set forth in the aforementioned Grant and represents the salary and benefits provided by Wood County to the Community Corrections Director and represents the benefits provided by Wood County to the Counselor. In addition to the Request for Reimbursement; the Monthly Reports; the Financial Recap; the Daily Time Records for the Part-Time Assistant, the Community Corrections Director, the Counselor, the Part-Time Case Manager, and the Part-Time Counselor; the Monthly Progress Reports prepared by the Director, the Counselor, the Part-Time Counselor, the Part-Time Case Manager and the Part-Time Assistant; the Monthly Summary of Activity of the Wood County Day Report Center; and the Project Financial Report are being submitted to the Division of Criminal Justice Services Office in Charleston, West Virginia. Documentation pertaining to the West Virginia Community Corrections Revenue 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 Rick Modesitt, seconded by Robert K. Tebay and passed, did hereby AUTHORIZE Gary D. Deem, 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 03-A-D-207. Expenditures in the amount of two thousand forty-two dollars and 00/100ths cents (\$2,042.00) were incurred by Wood County during the month of November, 2005, which represents payment of contractual services provided by Rozann Wilcox, Juvenile Justice Liaison. No matching funds are necessary since the match has been met. In addition to the Request for Reimbursement; the Monthly Reports; the Financial Recap; the Daily Time Records for the Juvenile Justice Liaison; the Project Director's Monthly Reports from the

Juvenile Justice Liaison; the Demographic Report from 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 Rick Modesitt, seconded by Robert K. Tebay and passed, did hereby AUTHORIZE Gary D. Deem, 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 05-UD-016. Expenditures in the amount of two thousand three hundred seventy-nine dollars and fifty cents (\$2,379.50) were incurred during the month of November, 2005 which represents reimbursement for contractual services provided by Kelly C. Shook, Project S.O.B.E.R. (Services, Observation, Behavior Modification, Education and Rehabilitation) Coordinator, represents reimbursement of "buy" money in regard to a compliance check operation and represents reimbursement of allowable purchases as set forth in the aforementioned Grant. 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 Project Financial Report; Documentation pertaining to "buys" in regard to the compliance check operation; and the Demographic Reports 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, upon a motion made by Robert K. Tebay, seconded by Gary D. Deem and passed, did hereby AUTHORIZE Gary D. Deem, 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 04-A-C-265. No expenditures were incurred by Wood County during the month of November, 2005. In addition to the Request for Reimbursement; the Financial Recap; 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 Rick Modesitt, seconded by Robert K. Tebay and passed, did hereby AUTHORIZE Gary D. Deem, in his official capacity as President and on behalf of the County Commission of Wood County, to EXECUTE the Request for Reimbursement in regard to the Governor's Highway Safety Program Grant Number F06-157/INV5-05. No expenditures were incurred by Wood County during November, 2005. In addition to the Request for Reimbursement; the Grant Progress Report; and the Project Financial Report are being submitted to the Governor's Highway Safety Program, Charleston, West Virginia. Documentation pertaining to the Governor's Highway Safety 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 Correction Deed by and between the West Virginia Department of Transportation, Division of Highways, and the County Commission of Wood County. The aforementioned Correction Deed was recorded in

the Office of the Clerk of the County Commission of Wood County on December 2, 2005, in Deed Book 1090 at Page 476 as stated in a letter from the District Right of Way Agent of the Department of Transportation. An Order was prepared regarding this matter.

The County Commission of Wood County was in receipt of a check in the amount of ten thousand dollars and 00/100ths cents (\$10,000.00) from the West Virginia Development Office, Charleston, West Virginia, in reference to the Local Economic Development Assistance Grant Program for Spring Grove Cemetery. Receipt of the aforementioned check is pursuant to an ORDER appearing in Order Book 67, at Page 227 and bearing the date of November 3, 2005, at which time Gary D. Deem, in his official capacity as President and on behalf of the County Commission was AUTHORIZED to EXECUTE the Certification of Project Completion and the Request for Payment. Documentation pertaining to the Local Economic Development Assistance Grant Program for the Spring Grove Cemetery 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 the On-Site Subgrantee Monitoring Report completed by the Justice Program Specialist with the Division of Criminal Justice Services, Charleston, West Virginia, in regard to the STOP Violence Against Women Grant Number 04-VAW-006. The Objectives, as stated in the County's Grant Request, are in progress with support documentation being submitted in a monthly report; adequate project records are being maintained; adequate financial documents are maintained and delivered to the Division of Criminal Justice Services in a timely manner; personnel records are maintained and Grant personnel are being paid in accordance with the salary as approved in the Grant; and a method for logging volunteer hours is maintained. As set forth in the On-Site Monitoring Report, the following recommendations/comments were made, (1) Revise the objectives of the

aforementioned Grant to be more measurable and submit such objections within thirty (30) days of receipt of the aforementioned Monitoring Report, and (2) Develop a written Limited English Proficiency Plan that identifies the means in which victims with a limited English proficiency will be served which is required with the fiscal year 2005 application. 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 was in receipt of a check from the State of West Virginia in the amount of three thousand three dollars and ninety cents (\$3,003.90), which represents reimbursement to Wood County for expenses incurred during the month of October, 2005 in regard to the Enforcing the Underage Drinking Laws Program Grant Number 05-UD-016. Receipt of the aforementioned check is pursuant to an ORDER appearing in Order Book 67, at Page 234 and bearing the date of November 10, 2005, at which time Gary D. Deem, 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 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 the On-Site Subgrantee Monitoring Report completed by the Justice Programs Specialist with the Division of Criminal Justice Services, Charleston, West Virginia, in regard to the Victims of Crime Act (VOCA) Assistance Program Grant Number 05-VA-012. As set forth in the aforementioned Monitoring Report, the objectives stated in the aforementioned Grant Request are in progress with monthly reports being submitted to the Division of Criminal Justice Services in a timely manner; adequate project records are maintained; adequate financial documents are maintained and

submitted to the Division of Criminal Justice Services in a timely and satisfactory manner; personnel records are maintained; and a method of logging volunteer hours is maintained. All recommendations from the last Monitoring Report have been completed. As set forth in the aforementioned recent Monitoring Report, the following recommendation/results were made, (1) With the next monthly report, submit the meeting minutes from any County Commission meetings that have taken place since July 1, 2005, that this program was on the agenda or discussed and submit all future County Commission meeting minutes that discuss this grant program with corresponding monthly reports, (2) Develop a Plan of Sustainability that addresses the issue of lost funding and how or if service would be maintained and must be included with the fiscal year 2006 Application, and (3) Develop a written Limited English Proficiency Plan that identifies the means in which victims with a limited English proficiency will be served which is required with the fiscal year 2006 Application. Documentation pertaining to the Victims of Crime Act (VOCA) Assistance 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 letter from the West Virginia Development Office, Charleston, West Virginia, ADVISING the said County Commission of Wood County that their request submitted to the United States Department of the Interior National Park Service/Land and Water Conservation has been reviewed by the State Clearinghouse. If awarded, the aforementioned funds would be utilized for the installation of restroom facilities at the historic Fort Boreman Park located in Wood County, West Virginia. The aforementioned letter does hereby CERTIFY that the requirements of the State's Intergovernmental Review Process has been met, and the State Process is in concurrence with the project. However, State Clearinghouse approval does not constitute

approval of the County's application by the funding agency. The Application and all other pertinent documentation in regard to the Land and Water Conservation Program Grant are 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 two thousand forty-two dollars and 00/100ths cents (\$2,042.00) from the State of West Virginia, which represents reimbursement in regard to the Juvenile Accountability Incentive Block Grant Number 03-A-D-207. Receipt of the aforementioned check is pursuant to an ORDER appearing in Order Book 67, at Page 233 and bearing the date of November 10, 2005, at which time Gary D. Deem, 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 October, 2005. 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 duly made, seconded and passed, announced to all concerned that they will not be in session on Thursday, December 22, 2005, due to lack of a quorum. An Order was prepared regarding this matter.

The County Commission of Wood County, upon a motion made by Robert K. Tebay, seconded by Gary D. Deem and made unanimous by Rick Modesitt, did hereby give APPROVAL to the following members, and the field in which they represent, to be APPOINTED to the Planning Advisory Committee (PAC) in regard to the updating of the Wood County Comprehensive Plan.

Keith Burdette	-	Development
Richard Shaffer	-	Historical District
Ralph Blair	-	Farm Bureau
Jim Cochrane	-	Developer

Greg Smith	-	Health
Sean Andrews	-	Appraiser
David Warfield	-	Realtor
William Niday	-	Board of Education
Michael Christman	-	Media
Jenny Keup	-	City
Sam Winans	-	Area Roundtable
Marie Gnage	-	WVU-Parkersburg
Terry Tamburini	-	Washington County Representative

Commissioner Modesitt voted no in regard to the appointment of Michael Christman. Gannet Fleming, Inc., Camp Hill, PA, has been AWARDED the bid for the updating of the Wood County Comprehensive Plan by the County Commission of Wood County. An Order was prepared regarding this matter.

At 10:30 A.M., the County Commission met with Doug Deem from the Wood County Senior Citizens. Mr. Deem is the Director and gave an update on the Senior Citizens programs.

Jack Buckley, Maintenance Superintendent, informed the Commission that WTAP wanted to tie onto a county transformer. This request will be placed on the agenda for further discussion.

Having no further scheduled appointments or business to attend to, the County Commission adjourned at 11:40 A.M.

APPROVED:

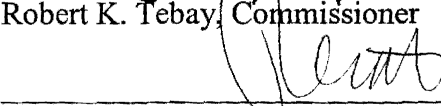
THE COUNTY COMMISSION OF WOOD COUNTY



 Gary D. Deem, President



 Robert K. Tebay, Commissioner



 Rick Modesitt, Commissioner

PURCHASE ORDERS APPROVED ON DECEMBER 19, 2005

34038

Broadwaters Motorcar

\$65.65

To listen to this meeting, please refer to Tape #529.

ah

Wood County Commission Meeting

Held December 19, 2005

Please Print

1.	DOUGLAS DEEM - Wood Co. Sr. Citizens Assoc
2.	
3.	
4.	
5.	
6.	
7.	
8.	
9.	
10.	
11.	
12.	
13.	
14.	
15.	
16.	
17.	
18.	
19.	
20.	