

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: MINUTES OF MEETING HELD
THURSDAY, MARCH 24, 2005

PRESENT: RICK MODESITT, PRESIDENT
ROBERT K. TEBAY, COMMISSIONER
GARY D. DEEM, 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 Angela R. Harper – Parkersburg City District (2002, 2003 and 2004).

The County Commission of Wood County, upon a motion made by Rick Modesitt, seconded by Robert K. Tebay and made unanimous by Gary D. Deem reappointed Philip Sturm to the Fort Boreman Historical Park Commission. Said appointment is 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. Mr. Sturm's new term will expire on December 31, 2008. An Order was prepared regarding this matter. Mr. Sturm was sworn in on this date.

The County Commission of Wood County, upon a motion made by Robert K. Tebay, seconded by Gary D. Deem and passed, did hereby AUTHORIZE Rick Modesitt, in his official capacity as President and on behalf of the County Commission, to EXECUTE the SERVICE AGREEMENT by and between the Wood County Commission, Wood County, West Virginia, and the Simplex Grinnell Company, Charleston, WV. The aforementioned SERVICE AGREEMENT is for the Sprinkler Inspection at the Mid-Ohio Valley Board of Health, Parkersburg, WV, at a charge of six hundred dollars and 00/100ths cents (\$600.00) per year.

Inspections will be made on a quarterly basis. The initial term of the aforementioned SERVICE AGREEMENT shall commence on January 7, 2005 and continue for a one (1) year period; at the conclusion of the initial term, the said AGREEMENT shall automatically extend for successive terms equal to the initial term unless either party gives written notice to the other party at least thirty (30) days prior to the then – current term. 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 Rick Modesitt, in his official capacity as President and on behalf of the County Commission, to EXECUTE the SERVICE AGREEMENT by and between the Wood County Commission, Wood County, West Virginia, and the Simplex Grinnell Company, Charleston, West Virginia. The aforementioned SERVICE AGREEMENT is for service and inspection to be provided to the Fire Pump located at the Wood County Judicial Building, Parkersburg, West Virginia, at a charge of six hundred fifty dollars and 00/100ths cents (\$650.00) per year. The initial term of the aforementioned SERVICE AGREEMENT shall commence on March 17, 2005 and continue for a one (1) year period; at the conclusion of the initial term, the said AGREEMENT shall automatically extend for successive terms equal to the initial term unless either party gives written notice to the other party at least thirty (30) days prior to the end of the then-current term. 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 made unanimous by Gary D. Deem, did hereby CREATE a SAFETY COMMITTEE in accordance with the recommendation of the West Virginia Board of Risk and Insurance Management. The said West Virginia Board of Risk and Insurance

Management provides property and liability insurance for the County Commission of Wood County. The following are the members appointed to the aforementioned SAFETY COMMITTEE.

County Commission	-	Marty Seuffer, Safety Director
Maintenance Department	-	Jack L. Buckley
9-1-1	-	Randy Lowe
Prosecutor	-	Angela Shears
Circuit Clerk	-	Carole Jones
Law Enforcement	-	T.R. Smith
County Clerk	-	Barbara Johnston
Assessor	-	Rich Schaffer
Tax Office	-	Robert Tranquill

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 made unanimous by Gary D. Deem, did hereby ORDER the elimination of the secretarial position in the Wood County Maintenance Department as of June 30, 2005. The aforementioned position is no longer needed due to the use of cell phones and pagers being utilized in the Maintenance Department. 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 AUTHORIZE the amount of five hundred dollars and 00/100ths cents (\$500.00) be CONTRIBUTED to the Wood County Farm Bureau, Route 1 Box 6, Belleville, West Virginia 26133. The aforementioned CONTRIBUTION is to be utilized for the Farmers Safety Day Camp and should be taken from funds received by the County from video lottery proceeds. 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 AUTHORIZE the amount of five hundred dollars and 00/100ths cents (\$500.00) be CONTRIBUTED to the YWCA Pace Center Race, 2501 Dudley Avenue, Parkersburg, West Virginia 26101. The aforementioned CONTRIBUTION should be taken from funds received by the County from video lottery proceeds. An Order was prepared regarding this matter.

At 10:15 A.M., the County Commission met with Ed Hupp, Director of the Wood County Emergency Services. Mr. Hupp told the Commission he received a letter from the Wood County Emergency Services Rescue (a copy of which is attached to these minutes). Mr. Hupp stated that the new boat's equipment isn't working and they don't have the correct trailer; there is only one vehicle that is in decent shape; the building is in bad shape. Commissioner Modesitt thinks that, if the boat's equipment needs fixed, he wants Mr. Hupp to see what kind of problems there are with the boat; he thinks that they should ask the 911 Director if the ambulance at the Emergency Services is needed. Commissioner Modesitt called Randy Lowe, 911 Director. They discussed who was called out first, General or Wood County Rescue. Mr. Lowe said Wood County. The Commission asked for statistics on how often General and Wood County are used, along with the hospitals. More discussion took place about how old the vehicles are, the ambulance, equipment, etc. Mr. Hupp stated he has not been very active with this group because he hasn't had the time. Commissioner Modesitt asked that Mr. Hupp discuss what is needed with the Chief of the Rescue Squad and come back with recommendations. Mike St. Clair joined the discussion about ambulance service. The County Commission of Wood County, upon a motion made by Rick Modesitt, seconded by Gary D. Deem and made unanimous by Robert K. Tebay, did hereby give back-up status to General

Ambulance Service in reference to call out order for the providing of ambulance service through the Wood County Central Telecommunications Center. The said General Ambulance Service was given back-up status by the said County Commission of Wood County by ORDER appearing in Order Book 66, at Page 165 and bearing the date of February 5, 2004; however, the Wood County Central Telecommunications Center in their prioritizing of call outs had the Wood County Rescue Squad as back-up following ambulance services provided by Camden-Clark Memorial Hospital and/or St. Joseph's Ambulance Service. The aforementioned motion lists the priority of such ambulance services to be Camden-Clark Memorial Hospital and/or St. Joseph's Ambulance Service, followed by General Ambulance Service, Wood County Rescue, Belpre or any other providers of ambulance service. An Order was prepared regarding this matter.

At approximately 10:40 A.M., the County Commission presented Resolutions to Parkersburg High School wrestlers and their coach.

Attorney Dan Marshall discussed the financing package in regard to the Judge Donald F. Black Courthouse Annex Project with Mary R. Rader, Administrator.

At approximately 11:00 A.M., the County Commission met with Adam Krason and Shawn Enouts, from ZMM, Inc. to discuss the furnishings for the Judge Donald F. Black Courthouse Annex. Mr. Krason presented to the County Commission of Wood County the Bid Tabulation Sheet in regard to office furnishings for the Judge Donald F. Black Courthouse Annex. The first bidder was Capital Business Interiors, Charleston, WV, and the total bid was in the amount of ninety-four thousand one hundred sixty-six dollars and sixty-four cents (\$94,166.64) which includes the Courthouse furnishings. The aforementioned Capital Business Interiors has been awarded the State bid for office furnishings and consequently compiled a bid

at State prices. The second bidder was Parkersburg Office Supply, Parkersburg, WV, and the total bid was in the amount of seventy-six thousand four hundred twenty-four dollars and fifty cents (\$76,424.50) which also includes the Courthouse furnishings. The aforementioned Parkersburg Office Supply has been awarded the GSA bid for office furnishings and consequently compiled a bid at Federal prices. Courthouse furnishings include furnishings to offices in the Courthouse that has been vacated when moving to the Judge Donald F. Black Courthouse Annex. Additional furnishings were discussed for three (3) conference rooms at the said Judge Donald F. Black Courthouse Annex; therefore, a bid was not AWARDED. 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 TABLE any action on the bids until such time as additional quotes have been obtained for the additional furnishings for the three (3) small conference rooms at the said Judge Donald F. Black Courthouse Annex. An Order was prepared regarding this matter. Ginny Conley, Prosecuting Attorney, was present for this meeting. She discussed furnishings for her office, courtrooms, etc. Mr. Krason explained the drawings and how the offices will be.

Jay Day discussed a probate matter.

The County Commission of Wood County, upon a motion made by Rick Modesitt, seconded by Robert K. Tebay and made unanimous by Gary D. Deem, placed Steven A. Stephens, Republican and Michael E. Pifer, Democrat in nomination to fill a vacancy on the Wood County Emergency Services Board. Said nominations are due to the fact that Jim Fittro, Democrat no longer wishes to serve on said board and with the death of Howard Joachim, Democrat and is further 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. An Order was prepared regarding this matter.

Commissioner Modesitt stated for the record that he and Commissioner Deem attended the Wood County Commission on Crime, Delinquency and Correction meeting.

At approximately 11:30 A.M., the County Commission met with Marie Modesitt and Debbie Douglass to discuss the House to Home Project, a day shelter for the homeless. They currently have an 18x18 foot room and have approximately 25-30 people a month; they can use telephone for interview calls, restrooms, etc. They are proposing a new building on Lynn Street; the renovations are approximately \$100,000.00; they are in need of 2x4 (lumber) and funding. After discussion, the County Commission of Wood County, upon a motion made by Robert K. Tebay, seconded by Rick Modesitt and made unanimous by Gary D. Deem, did hereby ADVISE representatives from the HOUSE TO HOME, a day shelter for the homeless, that a monetary commitment would not be made until such time as communication from the City of Parkersburg had been obtained, since the facility is located in the City of Parkersburg. Therefore, as part of the aforementioned motion, the County Commission of Wood County did hereby take the request for a monetary contribution UNDER ADVISEMENT. An Order was prepared regarding this matter.

At this time, 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 EXECUTE a MEMORIAL RESOLUTION for EUGENE L. "GENE" MILLER. 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 made unanimous by Gary D. Deem, did hereby EXECUTE a

MEMORIAL RESOLUTION for DEXTER LEWIS BUCKLEY, JR. An Order was prepared regarding this matter.

At approximately 11:45 A.M., the County Commission did hereby review the LEVY ESTIMATE (Budget) for the fiscal year 2005/2006. After considerable consideration and upon a motion made by Robert K. Tebay, seconded by Gary D. Deem and made unanimous by Rick Modesitt, the County Commission APPROVED the Levy Estimate and instructed the Clerk of this Commission to mail one (1) copy to the West Virginia State Auditor's Office, Chief Inspector Division and cause the same to be publicized in the two local newspapers once a week for two consecutive weeks. Said action is pursuant to Chapter 11, Article 8, Section 10 of the West Virginia Code of 1931, as amended. An Order was prepared regarding this matter. K.D. Merritt, Sheriff; Richard Shaffer, Assessor's Office; Randy Lowe, 911 Director; Ginny Conley, Prosecuting Attorney; Bob Tranquill, Chief Tax Deputy and Jamie Six, County Clerk were present.

Commissioner Modesitt read the statistics in regard to ambulance runs that was received from Randy Lowe, E-911/Telecommunications Director.

The County Commission of Wood County, upon a motion made by Robert K. Tebay, seconded by Rick Modesitt and made unanimous by Gary D. Deem, did hereby ORDER that the 2.5% increase in payroll in the proposed budget for the fiscal year 2005/2006 be for County employees who were on the County payroll as of December 31, 2004. An Order was prepared regarding this matter.

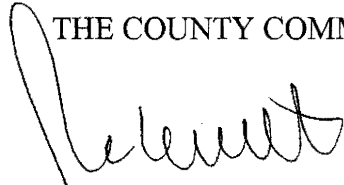
The County Commission of Wood County, upon a motion made by Rick Modesitt, seconded by Gary D. Deem and passed, did hereby AUTHORIZE Robert K. Tebay to work with Dan Marshall, Attorney, in regard to the financing package for reimbursement to the

County for the renovations to the Judge Donald F. Black Courthouse Annex. An Order was prepared regarding this matter.

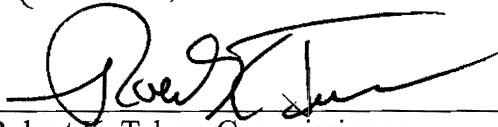
Having no further scheduled appointments or business to attend to, the County Commission adjourned at approximately 12:15 P.M.

APPROVED:

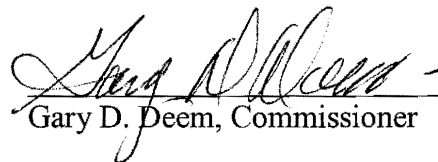
THE COUNTY COMMISSION OF WOOD COUNTY



Rick Modesitt, President



Robert K. Tebay, Commissioner



Gary D. Deem, Commissioner

PURCHASE ORDERS APPROVED ON MARCH 24, 2005

30381	Sassi Institute	294.00
30421	BSSI	97.20
30425	Astorg Motor	234.46
30427	Ikon	190.00
30437	Sam's Club	497.37
30459	Assurance Business Forms	238.77
30463	Parkersburg Office Supply	24.08
32514	Broadwaters Motorcar	16.59
32794	Office Depot	32.87
32834	Office Depot	92.66
32848	Nimco, Inc.	1074.60
32910	Trancite Logic Systems	328.95
32914	Merlin Information Services	100.00
32926	Fanelli Boys	79.90

32932	Assurance Business Forms	133.18
32934	Parkersburg Office Supply	396.09
32938	Diamond Triumph Auto Glass	190.00
32940	Broadwaters Motorcar	123.82
32944	Wal-Mart	35.07
32946	Wal-Mart	54.48
32948	Wal-Mart	46.06
32950	Wal-Mart	89.58
32952	Valley Supply	15.61
32958	Wal-Mart	5.97
32960	Wal-Mart	36.46
32962	Broadwaters Motorcar	67.56
32964	Broadwaters Motorcar	28.47
32966	Ashland	288.75
32968	Federal Express	19.60
32974	Broadwaters Motorcar	38.46
32976	Broadwaters Motorcar	26.06

To listen to this meeting, please refer to Tape #472 and Tape #473.

ah

Wood County Commission Meeting
Held March 24, 2005

Please Print

1.	<i>Eddy</i>
2.	<i>Jimmy Conroy</i>
3.	<i>Ad R. Kent</i>
4.	<i>Susan Enouls</i>
5.	<i>Debbie Douglas</i>
6.	<i>Marie Modest</i>
7.	<i>Richard Wittberg - Mid-Ohio Valley Health Dept.</i>
8.	<i>Hunter J. Samuels</i>
9.	
10.	
11.	
12.	
13.	
14.	
15.	
16.	
17.	
18.	
19.	
20.	

Ed Hupp
Director, Wood County Emergency Services

In regards to your request for information concerning the goals in the upcoming year for Wood County Emergency Services Rescue Department.

As you may know we currently operate in several different capacities. We operate the only volunteer ambulance services in Wood County. This serves as an excellent opportunity for new and upcoming EMT's to obtain quality experience and training. Many of the paid EMT's and Paramedics in the area started their careers with this department. Also along the EMS field we supply the area fire departments with rehab services. This is to ensure that during a fire incident all fire fighters stay well hydrated and are medically able to perform their duties.

We would like to, in the upcoming year, be able to purchase a second ambulance that is up to date. We will also be searching for grant money to make this purchase. Our goal is to keep the current 4-wheel drive unit since it is one of only three in the county. During the winter months this is a real asset. We would also use the current ambulance for the coverage we provide during the West Virginia Interstate Fair and Exposition in Mineral Wells along with the coverage we provide for auto races and many other events around the county. It is a well-known fact that St. Joseph's and Camden Clark Ambulance Services are busier than ever before and continue to be overwhelmed with business, both transfers and emergency calls. A second unit would enable us to help St. Joseph's and Camden Clark in serving to protect the citizens of Wood County and surrounding areas. We believe that a very good, used, up to date ambulance can be purchased and fully stocked for approximately \$20,000 - \$30,000 or less.

We currently are operating several boats for use with different water related emergencies. We have one 12-foot Johnboat that was utilized extensively for evacuations during the flooding of 2004, along with many times in the past. Local fire departments suggested that we invest in a second boat of this size due to the fact that we are the only department in the county with one, and room for a second. We also have two other boats. The first, a 16 foot flat bottom boat that is primarily used for river and small stream rescue, body recovery and dragging operations. On this boat we could use, at a very minimal cost of approximately \$100 - \$200, new red flashing lights, to warn of emergency operations, along with a flood light system. The old red lights are worn and have become quite dim.

The other boat is a 16-foot Boston Whaler. This boat is primarily used for river rescue operations. This boat was purchased two years ago. When this boat was purchased it came with the incorrect size trailer and we really need to be able to purchase the proper trailer for the boat. Without this purchase there is a high possibility of having non-repairable damage to the boat during loading and unloading. We also need to obtain the finances to re-do the warning light and PA systems. With these small changes and improvements our water rescue system can and will become top notch.

In June of 2004 we were approved to purchase a portable cascade air system to put on our Rescue/Rehab Truck, with the change in Directors this approval fell through the cracks of the system. We obtained bids of approximately \$6,000, upon further discussion we have found that leasing the air bottles could significantly reduce the cost. This system would be set up to be able to accommodate both types of S.C.B.A. air packs being used in the county. Having this system on our truck would serve greatly with our rehab set-up. The trailer system we currently use is in excellent working order, however, it only accommodates one kind of S.C.B.A. bottle. With the lease for our current portable system being good for the next four years this should be maintained for fire training purposes. Other fire departments that have portable cascade systems are able to only accommodate one kind of S.C.B.A. bottle. Being able to have this system would consolidate more of our abilities and enable our department to better utilize it. Several of the county fire departments have stated that they would like to see us obtain this system for use to help reduce their on scene vehicle clutter. This truck is also in need of new tires and a light bar to operate in the event of an emergency.

We are currently in the process of setting up a county wide, with cooperation of the fire departments, search and rescue team. Our team has, at this point, been activated three times for lost people searches since January this year. Fortunately each time prior to our arrival the lost person has been located and the team told to cancel. For the initial inception of this team we primarily need the OK from our Director. This team would need very little to no up front cost. We would like to be able to purchase some protective clothing such as "jumpsuits" that would also aid in identifying the team during a rescue operation. We would like to obtain a bank of rechargeable flashlights that can be mounted in our truck. We will be able to utilize currently owned equipment such as tents for a "base camp" in the event that we have a major operation. We also have a 4-wheel ATV that is to be used with the trailer that we also have for backcountry patient retrieval that is large enough to accommodate several medical/rescue personnel. This 4-wheeler is in need of new tires. We will have some other minor purchases that at this time are relatively unforeseen.

Several years ago we had our fire turnout gear along with our rescue extraction tools stripped away from us. At this time we do not foresee any reason to re-acquire extraction tools due to every fire department having their own. However, we have been in discussion with several departments who have agreed to utilize our assistance if we acquire fire turnout gear, which would also include the need of several S.C.B.A. air packs. Any time there is a structure fire in the county more help is needed especially during the day when most volunteers are working. Knowing that this would be a large one time expense, we have had the idea of purchasing the air packs along with 5 or 6 sets of gear in the first year to be followed by purchases of 2 to 3 sets of gear each year to follow until the department is outfitted.

Training

Currently all personnel have a minimum of CPR and basic first aid certifications. All personnel are also being trained and certified for AED use since we have been awarded one from West Virginia EMS-TSN to place on our Rescue/Rehab Truck.

We currently have five persons taking an EMT course due to test in June 2005. This will help immensely with our ambulance and other medical emergencies.

We are planning on in April – May, to start concentrating on large-scale search and rescue training. We plan on, in the next 2-3 years expanding from wilderness search and rescue into urban and collapsed building search. These areas will enable us to work with the Regional Response Team along with the Department of Homeland Security, for grant funding, training and emergency response.

All persons that prove they are able to swim have basic water rescue training and boat operations. Some others are trained in land co-ordinations during a water emergency.

Our department concentrates on training for operations that we currently run and are aiming at new and improved operations.

The membership of Wood County Emergency Services Rescue Department has been growing exponentially. Our number of personnel has just about doubled with new members in the past six months, some of whom have certifications in fields currently and not currently operated. We intend on continued expansion of our department in current operations and obtaining new areas to have expertise in. We are aiming at subjects not currently provided by any other department in the area. This is to better serve the citizens of Wood County and surrounding areas. We will at times need permission from our Director along with the Commissioners to expand into certain areas, and at times, request some funding help. Most of where we are going we will be able to obtain grant money for funding.

We also request serious consideration of allowing us to re-obtain the downstairs section of our building for the departments growing needs. We would like to be able to utilize the office space and meeting room for meetings and future training purposes for our volunteers.

If any Commissioner or the Director has any questions or would like to meet and discuss our department operations, please contact Chief Bruce Hollett at any time.



G. Bruce Hollett
Chief, Wood County Emergency Services Rescue Department
(304)481-4069

cc: Wood County Commissioners
cc: Wood County Emergency Services Advisory Board