

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: MINUTES OF MEETING HELD  
MONDAY, JULY 28, 2008

PRESENT: ROBERT K. TEBAY, PRESIDENT  
RICK MODESITT, COMMISSIONER  
DAVID BLAIR COUCH, COMMISSIONER

On this date, the County Commission of Wood County met in regular session. They signed orders, invoices and other correspondence.

The County Commission, upon a motion made by Rick Modesitt, seconded by Robert K. Tebay and made unanimous by David Blair Couch, approved minutes from June 12, 16, 19, 2008 and July 3, 2008.

The County Commission, upon a motion duly made, seconded and passed, approved an Erroneous Assessment Application in regard to personal property for Middlebourne Manor – Lubeck District (2008).

At 9:50 A.M., the County Commission met with Ed Hupp, Emergency Management Director and Toni Tiano, Grant Consultant to discuss a grant application. After discussion,

The County Commission of Wood County upon a motion made by Rick Modesitt, seconded by David Blair Couch and made unanimous by Robert K. Tebay, did hereby AUTHORIZE the signing of a Resolution and Grant Application for an Emergency Management Planning Grant with the West Virginia Division of Homeland Security and Emergency Management Grant Program. Said Application is for seventy thousand five hundred seventy-seven dollars and zero cents (\$70,577.00) for the calendar year 2008/2009 and would be used for the management of the Wood County Office of Emergency Services. An Order was prepared regarding this matter.

The County Commission of Wood County upon a motion made by Rick Modesitt, seconded by David Blair Couch and made unanimous by Robert K. Tebay, did hereby AUTHORIZE the signing of a Resolution and Grant Application for a Hazard Mitigation Grant with the West Virginia Office of Emergency Services for Hazard Mitigation Grant Program. Said Application is for two hundred-fifty thousand dollars and zero cents (\$250,000.00) for the fiscal year 2008/2009 and would be used for flood mitigation in the Happy Valley area of the County. An Order was prepared regarding this matter.

At 10:00 A.M., Chad Mildren from United Bank and K.D. Merritt, Sheriff of Wood County met with the County Commission to discuss the previous meeting the Commission held with the West Virginia State Treasurer. Commissioner Couch stated the State wants them to utilize the direct deposit of checks issued from the State. The funds would be deposited in the State Investment Funds and would be available within twenty-four hours. Mr. Mildren stated the same thing could be accomplished by depositing electronically to a local bank. Sheriff Merritt stated he will investigate the possibility of direct deposit as well as the investment of the different accounts the County has. Commissioner Couch stated we need an investment policy. Sheriff Merritt stated that we do have an investment policy, but it may need updated. A copy of the proposed resolutions sent by the State Treasurer was given to Sheriff Merritt to get his recommendation of whether or not to sign.

Next, Larry Salyers and Mr. Mildren from United Bank addressed the County Commission regarding credit card payments and on-line credit card payments. They recommend a company called "Official Payments" as the company to handle the transactions for the County. There are no upfront fees to get this set up. Any taxpayer using this system would pay a fee of \$3.00 to pay a bill. Electronic checks would also be allowed under this

plan. Steve Grimm, Wood County Assessor, said he is in favor of this payment method. Jamie Six, Wood County Clerk said his office has desired these payment types for about eighteen months. Doug Herrington, Wood County IT Department, said he sees no problems with this system. Mr. Salyers stated a "virtual terminal" would be available in county offices for online payments, which would allow the \$3.00 transaction fee to be charged. Mr. Salyers stated an IVR (Interactive Voice Record) could be utilized via a toll free number for payments over the phone line. Sheriff Merritt stated he has been looking over two years for a system that would work. He said this is a type of system he feels safe for the County to use. Commissioner Tebay asked a committee be formed of Jamie Six, Steve Grimm, Sheriff Merritt, Marty Seufer and Doug Herrington, to meet on this issue. He asked Steve Grimm to chair the committee and make a decision within two weeks. Mr. Mildren stated the contracts are being reviewed by the Prosecutor's Office. Ginny Conley, Prosecuting Attorney, stated she saw no problem with the contracts, but the County Commission cannot enter into a contract for a period of over one year. Mr. Six asked to have a representative from the Prosecutor's Office added to the Committee. Commissioner Tebay asked Mrs. Conley to be added to the Committee.

At 11:00 A.M., the County Commission met with Adam Krason from ZMM, Inc. who addressed the Commission regarding the possible construction of a new justice center that would encompass the Magistrate Court, the Sheriff's Office, the Day Report Center, the Home Confinement Center as well as the Holding Center. Conservative figures would be in the neighborhood of \$6,5000,000.00 and includes a ten percent contingency fund. Mr. Krason stated locating the building would be extremely important. Commissioner Tebay asked if the foundation of the jail could be used. Mr. Krason stated it would greatly limit the design of the building. It would be ideal to find a new location. Construction would cost \$180.00 to \$200.00

per square foot. Commissioner Couch stated he sees 4 different possible sites and asked if there is a site location period in the process. Mr. Krason stated they can perform that service for the County. Commissioner Couch asked if an energy efficient building should be considered. Mr. Krason stated it may cost a few percentage points on the cost, but would pay back quickly. Commissioner Couch asked several other questions regarding the process of a new building. Commissioner Modesitt stated he agrees that the location of the building be kept downtown close to the other county buildings. He stated the process began December 4, 2006 and the building needs better utilized, as it is vastly underused at this time. Commissioner Modesitt stated Mr. Krason has been donating his services. Sheriff K.D. Merritt asked if the Holding Center/Jail was designed to add two more stories. Mr. Krason said they have reviewed the original plans and nothing states that was the plan. Mr. Krason also stated the building would need to be taken down to the foundation to test the strength prior to being added on to. Sheriff Merritt stated he would hate to see the County get rid of the building. He stated the amount of land available to the County keeps reducing and he thinks we need to keep the property. Magistrate Donna Jackson expressed concern having the Holding Center so close in proximity to the Magistrate Court. Mr. Krason stated that would have to be a consideration of the project. Mrs. Conley stated ZMM was wonderful to work with when her new offices were being constructed. Mr. Six asked if any monies were available from the Courthouse Facilities Improvement Authority. Ms. Conley asked how much money the County has available for this project. Commissioner Couch stated around five million dollars. Mr. Krason stated that if they started today, the construction could begin next spring. Carole Jones, Circuit Court, asked if parking has been addressed. Mr. Krason stated buildings being demolished would make room for additional parking. Commissioner Couch asked if everyone in attendance was in favor of

locating a new building in the approximate vicinity of the rest of the County Buildings. The consensus was yes. Commissioner Couch stated we should consider possible needs for office space by the City of Parkersburg.

The County Commission of Wood County, upon a motion made by David Blair Couch, seconded by Rick Modesitt and made unanimous by Robert K. Tebay, did hereby AUTHORIZE the advertising of bids for selection of a firm to provide architectural services to Wood County for a potential Justice Center. Said Justice Center would potentially replace and combine the Wood County Sheriff's Department, The Wood County Holding Center, The Wood County Day Report Center, The Wood County Home Confinement, The Wood County Magistrate Court and The Wood County Coroner's Office. An Order was prepared regarding this matter.

The County Commission of Wood County, upon a motion made by David Blair Couch, seconded by Rick Modesitt and made unanimous by Robert K. Tebay, did hereby AUTHORIZE a Site Selection process to begin for a potential Justice Center for Wood County. Said selection process will be performed by ZMM, Charleston, West Virginia. Said Justice Center would potentially replace and combine The Wood County Sheriff's Office, The Wood County Holding Center, The Wood County Home Confinement, The Wood County Day Report Center, The Wood County Magistrate Court and The Wood County Coroner's Office. An Order was prepared regarding this matter.

The County Commission of Wood County, upon a motion made by Rick Modesitt, seconded by David Blair Couch and made unanimous by Robert K. Tebay, did hereby ORDER an item placed on their Agenda for July 31, 2008 regarding a discussion relating to the possible

transfer of the Wood County Holding Center to the West Virginia Department of Corrections (WVDOC). An Order was prepared regarding this matter.

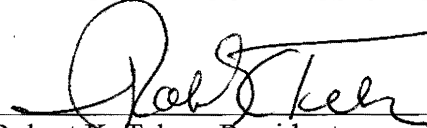
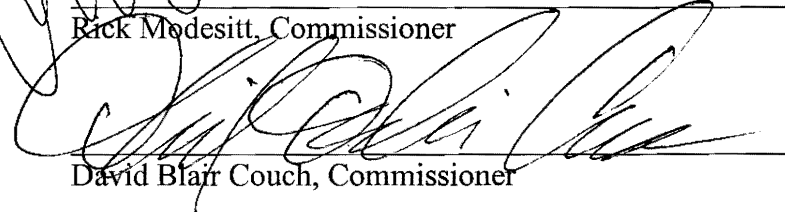
The County Commission of Wood County was in receipt of a check from the State of West Virginia in the amount of one thousand five hundred dollars and zero cents (\$1,500.00), which represents reimbursement to Wood County for expenses incurred during the month of April, 2008, in regard to the West Virginia Juvenile Justice and Delinquency Grant Number 07-JJP-217. Receipt of the aforementioned check is pursuant to an Order appearing in Order Book 68, at Page 325, and bearing the date of June 30, 2008 at which time Robert K. Tebay, in his official capacity a President, and on behalf of the County Commission, was AUTHORIZED to EXECUTE the Request for Reimbursement. Documentation pertaining to the West Virginia Juvenile Justice and Delinquency 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 David Blair Couch and made unanimous by Robert K. Tebay, adopted a Resolution in reference to Budget Revision No. 1 in the General County Fund Budget for the fiscal year 2008/2009. The Request for Revision to the Approved Budget, being submitted to the West Virginia State Auditor – Chief Inspector Division, Charleston, West Virginia, was signed by Robert K. Tebay, President of the Wood County Commission. An Order was prepared regarding this matter.

Having no further scheduled appointments or business to attend to, the County Commission adjourned.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

  
Robert K. Tebay, President  
Rick Modesitt, Commissioner  
David Blair Couch, Commissioner

To listen to this meeting, please refer to CD marked July 28, 2008.

Wood County Commission Meeting  
Held July 28, 2008

Please Print

1.	Jeff Sandy
2.	Toni Tiano
3.	Tim Meeks, MCVRC
4.	Chad Mildren United Bank
5.	Larry Salyer, United Bank
6.	Ken Townsend WSO
7.	Carole Jones Cir. Clk.
8.	Emily Bradley, Magistrate
9.	John Jackson, Mag.
10.	Rgt. Catlett Administrator Holding Center
11.	Cpt. Van Dy - Home Confinement
12.	Carrie Robinson - Home Confinement
13.	Theresa
14.	Sunny Conley
15.	Adam Krasnow
16.	
17.	
18.	
19.	
20.	