

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

#1 COURT SQUARE, SUITE 203
PARKERSBURG WV 26101

IN RE: MINUTES OF MEETING HELD
THURSDAY, JANUARY 7, 2013

PRESENT: WAYNE DUNN, PRESIDENT
STEPHEN GAINER, COMMISSIONER
DAVID BLAIR COUCH, COMMISSIONER

At 9:00 A.M., the County Commission of Wood County met in regular session. They signed purchase orders, invoices, orders and other correspondence during today's meeting.

At 9:05 A.M., Dennie Huggins was sworn in as Director of the Wood County Day Report Center.

AGENDA AND DISCUSSION ITEMS

At 9:09 A.M., the County Commission met with Jeremy Cross, Wood County Parks Director, who updated them on the Fort Boreman Trail Grant. He stated they have been approved a "change of scope" in the grant to move the trail a short distance from the original proposal. (Order M/2229)

At 9:25 A.M., the County Commission discussed a possible revision to the Employment Policy of the County. After input from the Wood County Clerk, Jamie Six, they decided to add a week of vacation for employees with twenty-five (25) years of service. (Order M/2228).

At 10:00 A.M., Commissioner Dunn presented several items he was dealing with, including a lawsuit at the airport, a roof needed at the civil air patrol building, a meeting he held with Kim Coram regarding trails in the County and the creation of a fund in the County for his energy program. It was agreed to add the energy fund consideration to the next agenda. He discussed Ipads for the Commissioners. It was decided this will be an issue they address at budget time.

At 10:30 A.M., the County Commission met with Michael Scully to appeal a decision by the Wood County Assessor's Office denying him a homestead exemption status. Wood County Prosecuting Attorney, Jason Wharton was in attendance along with Assessor, Rich Shaffer. Mr. Wharton stated the section of Code being cited by Mr. Scully stated it was for residence purposes only, not the establishment of eligibility for the exemption. (Order M/2230)

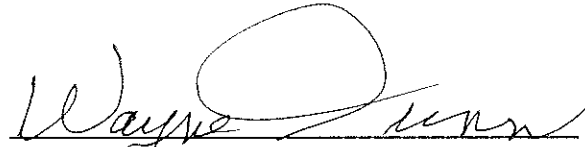
ORDERS APPROVED AND ATTACHED TO THESE MINUTES

M/2226, M/2227, M/2228, M/2229 and M/2230.

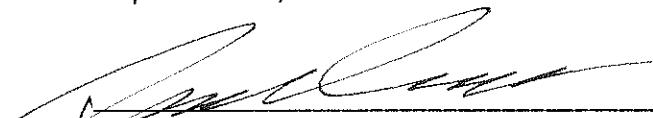
Having no further scheduled appointments or business to attend to, the County Commission adjourned at approximately 12:08 P.M.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY


Wayne Dunn, President


Stephen Gainer, Commissioner


David Blair Couch, Commissioner

To listen to this meeting, please refer to DVD labeled January 7, 2013.

Wood County Commission Meeting
Held January 7, 2013

Please Print

1.	Jeremy Cross
2.	DENNIE HIGGINS
3.	Michael Scully
4.	Rich Shaffer
5.	LARRY Eugene Batchler 1776
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Wood County Commission

01/07/2012

1 Court Square, Suite 203
Parkersburg, WV 26101

9:00 AM	DISCUSS FORT BOREMAN TRAIL	JEREMY CROSS, PARKS DIRECTOR
	CONSIDER REVISION TO COUNTY EMPLOYEE VACATION POLICY	
10:30 AM	APPEAL FOR HOMESTEAD EXEMPTION RULING	MICHAEL SCULLY
	APPROVE AND SIGN MINUTES, ORDERS, PURCHASE ORDERS, INVOICES, NEW ROAD NAMES, ERRONEOUS ASSESSMENT APPLICATIONS AND ANY OTHER ADMINISTRATIVE DUTIES	MARTY SEUFER, COUNTY ADMINISTRATOR

1/7/13
70/210

JANUARY 7, 2013

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION DID HEREBY AUTHORIZE WAYNE DUNN, AS PRESIDENT, TO SIGN THE REQUEST FOR REIMBURSEMENT IN REGARD TO JUSTICE ASSISTANCE GRANT NUMBER 09-JAG-49. SAID REQUEST IS IN THE AMOUNT OF \$2,222.22

ORDER

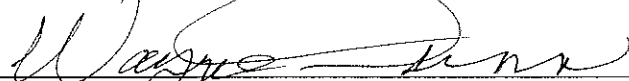
On this date, the County Commission of Wood County, upon a motion made by Stephen Gainer, seconded by David Blair Couch and made unanimous by Wayne Dunn, did hereby AUTHORIZE Wayne Dunn, in his official capacity as President and on behalf of the County Commission, to sign the Request for Reimbursement in regard to the Justice Assistance Grant Number 09-JAG-49. The Request for Reimbursement is in the amount of two thousand two hundred twenty-two dollars and twenty-two cents (\$2,222.22) for the month of December, 2012. The Request for Reimbursement form, the Financial Recap Report, the Project Financial Report, the time sheets for Deputy Leland Jefferson, the Grant Progress Report, and PRO Monthly Reporting Form have been submitted.

A copy of the Request for Reimbursement is attached to this Order and should be made a part thereof.

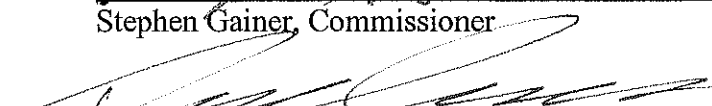
Documentation pertaining to the Justice Assistance Grant is on file in the Office of the County Administrator.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY


Wayne Dunn, President


Stephen Gainer, Commissioner


David Blair Couch, Commissioner

WEST VIRGINIA Division of Justice and Community Services <div style="border: 2px solid black; padding: 5px; display: inline-block; font-weight: bold; font-size: 1.2em;">COPY</div>	Request for Reimbursement
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1/7/13
70/210

RECEIVED (For DJCS Use Only)	<table style="width:100%; border-collapse: collapse;"> <tr> <td style="width:15%;">Subgrantee:</td> <td>Wood County Commission</td> </tr> <tr> <td>Address:</td> <td>One Court Square, Suite 203 Parkersburg, WV 26101</td> </tr> <tr> <td>Project #:</td> <td>09-JAG-49</td> </tr> <tr> <td>FEIN#:</td> <td>556 000 417</td> </tr> <tr> <td colspan="2">Funds are hereby requested to cover expenditures</td> </tr> <tr> <td>FROM:</td> <td>12/1/12</td> </tr> <tr> <td>TO:</td> <td>12/3 1/12</td> </tr> </table>	Subgrantee:	Wood County Commission	Address:	One Court Square, Suite 203 Parkersburg, WV 26101	Project #:	09-JAG-49	FEIN#:	556 000 417	Funds are hereby requested to cover expenditures		FROM:	12/1/12	TO:	12/3 1/12
Subgrantee:	Wood County Commission														
Address:	One Court Square, Suite 203 Parkersburg, WV 26101														
Project #:	09-JAG-49														
FEIN#:	556 000 417														
Funds are hereby requested to cover expenditures															
FROM:	12/1/12														
TO:	12/3 1/12														

PROJECT CASH EXPENDITURES

Account #	Amount
09-JAG-49	\$2,222.22
TOTAL	\$2,222.22

CERTIFICATION:

I certify that this report presents actual receipts and expenditures of funds for the period covered and for the total grant budget to date, made in accordance with the approved budget for this grant.

All documentation is available at our office.

BY: Wayne Dunn, President 1/6/13
TYPED NAME & TITLE SIGNATURE DATE
(Authorized Official or Grant Financial Officer ONLY)

DJCS USE ONLY

ADMINISTRATIVE APPROVAL:

This request is approved in the amount of \$ _____
Initials Date

Pursuant to the authority vested in me, I certify that this request is correct and proper for payment.

Date Program Accountant

1/7/13
70/210

JANUARY 7, 2013

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION DID HEREBY EXECUTE A RESOLUTION THAT AUTHORIZED DAVID BLAIR COUCH, AS PRESIDENT, TO EXECUTE THE GRANT CONTRACT IN REGARD TO THE GOVERNOR'S COMMUNITY PARTNERSHIP GRANT PROGRAM FOR COMMUNITY RESOURCES.

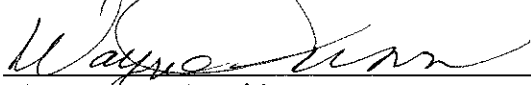
ORDER

On this date, the County Commission of Wood County, upon a motion made by Stephen Gainer, seconded by David Blair Couch and made unanimous by Wayne Dunn, did hereby EXECUTE a RESOLUTION that hereby AUTHORIZES Wayne Dunn, in his official capacity as President and on behalf of the County Commission, to EXECUTE the Grant Program Contract in regard to the Governor's Community Partnership Grant Program application for Community Resources #12LEDA0242 in the amount of two thousand five hundred dollars and zero cents (\$2,500.00).


Pertinent documentation pertaining to the aforementioned Governor's Community Partnership Program Grant is on file in the Office of the County Administrator.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY


Wayne Dunn, President


Stephen Gainer, Commissioner


David Blair Couch, Commissioner

M/2227

JANUARY 7, 2013

4/7/13
70/210

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

COPY

RESOLUTION

WHEREAS, The State of West Virginia is sponsoring the Governor's Community Partnership Grant Program; and

WHEREAS, the Governor's Community Partnership Grant Program is designed to provide assistance to Counties and Municipalities in West Virginia to address economic development projects; and

WHEREAS, the County Commission of Wood County is an eligible applicant; and

WHEREAS, the Wood County Commission possesses certain economic development needs which would qualify it for participation in the Governor's Community Partnership Grant Program; and,

WHEREAS, the County Commission of Wood County has reviewed the contract for the listed grant project and accepts the conditions therein,

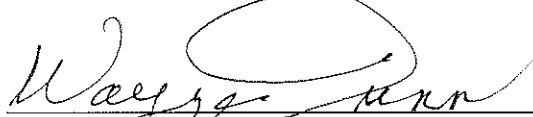
NOW THEREFORE, BE IT RESOLVED, that David Blair Couch, in his official capacity as President, is **AUTHORIZED** to execute the Grant Program Contract in regard to the Governor's Community Partnership Program application for the following project:

COMMUNITY RESOURCES (#12LEDA0242) - \$2,500.00

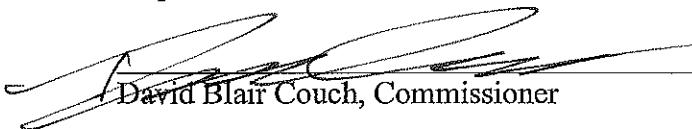
RESOLVED this 7TH day of **JANUARY, 2013**.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY


Wayne Dunn, President


Stephen Gainer, Commissioner


David Blair Couch, Commissioner

Certified to be a true copy of a Resolution adopted at a regular meeting of the County Commission of Wood County held on January 7, 2013.

Jamie Six, County Clerk

1/7/13
70/210

JANUARY 7, 2013

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

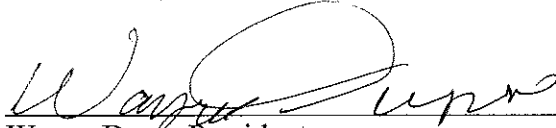
IN RE: THE COUNTY COMMISSION DID HEREBY AUTHORIZE A REVISION TO THE COUNTY EMPLOYMENT POLICY MANUAL.

ORDER

On this date, the County Commission of Wood County, upon a motion made by David Blair Couch, seconded by Stephen Gainer and made unanimous by Wayne Dunn, did hereby AUTHORIZE a revision to the Wood County Commission Employment Policies Manual. Said Revision provides for Thirty (30) working days of vacation after twenty-five (25) years of employment.

APPROVED:

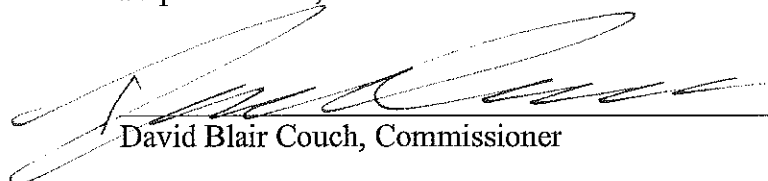
THE COUNTY COMMISSION OF WOOD COUNTY



Wayne Dunn, President



Stephen Gainer, Commissioner



David Blair Couch, Commissioner

M/2228

4/7/13
70/210

JANUARY 7, 2013

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION DID HEREBY AUTHORIZE
WOOD COUNTY PARKS DIRECTOR, JEREMY CROSS, TO
PROCEED WITH A TRAIL GRANT.

ORDER

On this date, the County Commission of Wood County, upon a motion made by David Blair Couch, seconded by Stephen Gainer and made unanimous by Wayne Dunn, did hereby AUTHORIZE Wood County Parks Director, Jeremy Cross, to proceed with the design and construction of a grant funded trail project at The Fort Boreman Historical Park.

APPROVED:

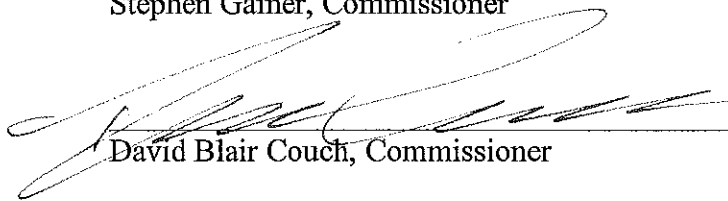
THE COUNTY COMMISSION OF WOOD COUNTY



Wayne Dunn, President



Stephen Gainer, Commissioner



David Blair Couch, Commissioner

M/2229

1/7/13
70/211

JANUARY 7, 2013

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION DENIED AN APPEAL FOR A
HOMESTEAD EXEMPTION RULING.

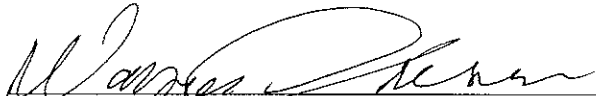
ORDER

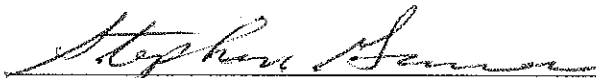
On this date, the County Commission of Wood County, upon a motion made by David Blair Couch, seconded by Wayne Dunn and made unanimous by Stephen Gainer, did hereby DENY an appeal to a Homestead Exemption ruling. Said appeal was made to the Commission by Michael R. Scully, 1626 Lee Street, Parkersburg, West Virginia, following a denial for the Homestead Exemption by the Wood County Assessor's Office.


Said appeal hearing was held under West Virginia State Code 11-63-6.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY


Wayne Dunn, President


Stephen Gainer, Commissioner


David Blair Couch, Commissioner

M/2230

KSD

Wood County Commission

Erroneous Assessment Application

Tax Type: **Personal Property**

Tax Ticket: **824179**

Tax Year: **2012**

Upon the application of **SYLVIA JOHN** whose address is **810 GRANDVIEW DR DUNBAR, WV 25064-** aggrieved by an erroneous assessment in **SLATE** District (06), in the County of Wood, for the **2012** tax year.

The County Commission therefore, orders that the said applicant be and hereby exonerated from the said erroneous assessment and from the payment of the taxes so assessed in and for the **2012** tax year.

If the taxes have been paid the Sheriff shall refund the same to them; or if more than a year from the time the property books were delivered to the Sheriff for the the affected tax year, the Sheriff shall allow a credit on future taxes payable.

John Sylvia sold his mobile home on January 21, 2011. See attached bill of sale. It was taxed in his name in error.

All of which is ordered to be certified to the Auditor of the State of West Virginia and the Sheriff of WOOD County

Date	Transaction Type	Class	Amount	Tax Rate	Tax Class	Net Value
07/01/2012	BILLING	2	36.16	1.095800	2	3,300 ✓
11/16/2012	PENDING EXONERATION	2	-36.16	1.095800	2	0
			Adjusted Net Taxes			Adjusted Net Value
			0.00			3,300 ✓

John Sylvia
Taxpayer

[Signature]
Prosecutor

[Signature]
Assessor

[Signature]
Commissioner

[Signature]
County Commission President

[Signature]
Commissioner

At a regular session of the County Commission of Wood County, West Virginia, held at the Courthouse of said County, The County Commission did approve this exoneration on *January 7, 2013*

RECEIVED

JAN 02 '13

County Administrator

RECEIVED

JAN 03 '13

County Administrator

Wood County Commission

Erroneous Assessment Application

Tax Type: **Real Estate**

Tax Ticket: **39587**

Tax Year: **2009**

Description

PT.#9 FAIRFIELD S/D
50X125

Upon the application of **BORDAS THOMAS D** whose address is **610 27TH ST VIENNA, WV 26105-0000** aggrieved by an erroneous assessment in VIENNA District (10), in the County of Wood, for the **2009** tax year.

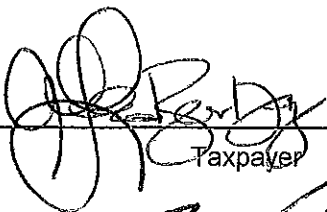
The County Commission therefore, orders that the said applicant be and hereby exonerated from the said erroneous assessment and from the payment of the taxes so assessed in and for the **2009** tax year.

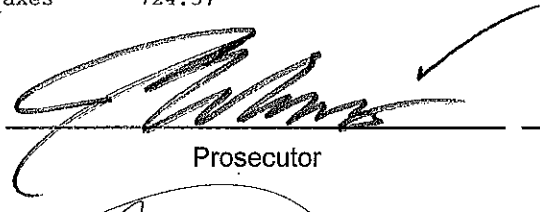
If the taxes have been paid the Sheriff shall refund the same to them; or if more than a year from the time the property books were delivered to the Sheriff for the the affected tax year, the Sheriff shall allow a credit on future taxes payable.

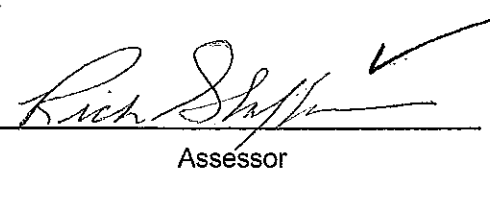
The above property was purchased in 2004 by Thomas D. Bordas. The property was classified as rental property prior to Mr. Bordas purchasing the property. The tax class was not changed until the Assessor's Office discovered on November 29, 2012 that the property was owner occupied. This exoneration is to correct the tax ticket by applying the owner occupied rate.

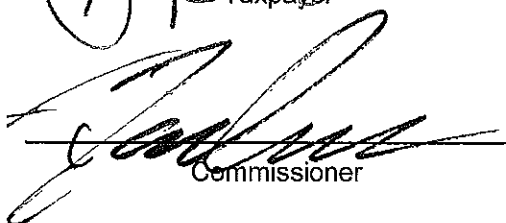
All of which is ordered to be certified to the Auditor of the State of West Virginia and the Sheriff of WOOD County

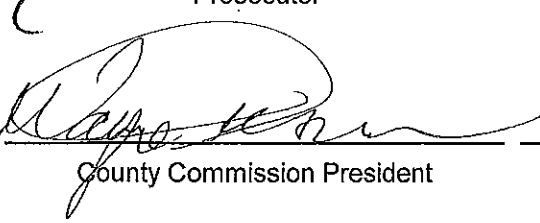
Date	Transaction Type	Class	Amount	Tax Rate	Tax Class	Net Value
07/01/2009	BILLING	4	1,566.22	2.900400	4	54,000
08/06/2009	REGULAR PAYMENT	4	-783.11	2.900400	4	0
08/06/2009	REGULAR PAYMENT	4	19.58			
01/07/2010	REGULAR PAYMENT	4	-783.11			
01/07/2010	REGULAR PAYMENT	4	19.58			
11/30/2012	PENDING EXONERATION	4	-763.53			
			Adjusted Net Taxes			54,000
						-724.37

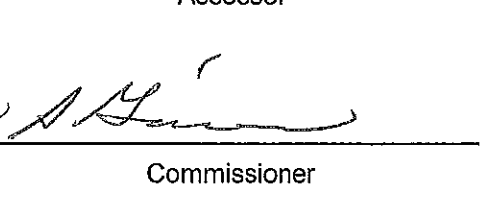

Taxpayer


Prosecutor


Assessor


Commissioner


County Commission President


Commissioner

At a regular session of the County Commission of Wood County, West Virginia, held at the Courthouse of said County, The County Commission did approve this exoneration on January 7, 2013

RECEIVED

RECEIVED

DEC 10 '12

JAN 03 '13

County Administrator

County Administrator

By: Andy Hartleben

Application Printed On

Friday, November 30, 2012 10:00 am

Wood County Commission

Erroneous Assessment Application

Tax Type: **Real Estate**

Description

Tax Ticket: **39707**

PT.#9 FAIRFIELD S/D
50X125

Tax Year: **2011**

Upon the application of **BORDAS THOMAS D** whose address is **610 27TH ST VIENNA, WV 26105-0000** aggrieved by an erroneous assessment in VIENNA District (10), in the County of Wood, for the **2011** tax year.

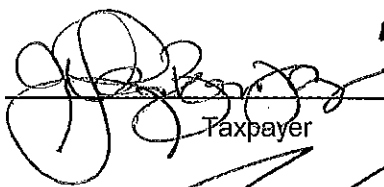
The County Commission therefore, orders that the said applicant be and hereby exonerated from the said erroneous assessment and from the payment of the taxes so assessed in and for the **2011** tax year.

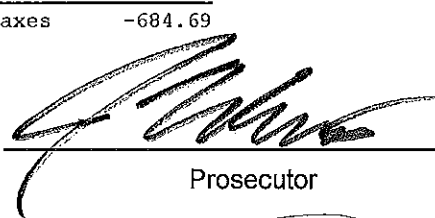
If the taxes have been paid the Sheriff shall refund the same to them; or if more than a year from the time the property books were delivered to the Sheriff for the the affected tax year, the Sheriff shall allow a credit on future taxes payable.

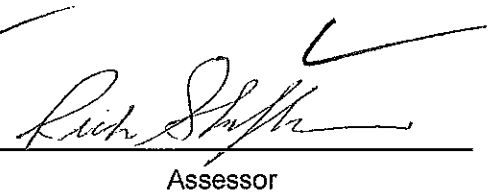
The above property was purchased in 2004 by Thomas D. Bordas. The property was classified as rental property prior to Mr. Bordas purchasing the property. The tax class was not changed until the Assessor's Office discovered on November 29, 2012 that the property was owner occupied. This exoneration is to correct the tax ticket by applying the owner occupied rate.

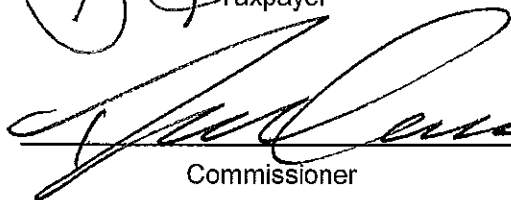
All of which is ordered to be certified to the Auditor of the State of West virginia and the Sheriff of WOOD County

Date	Transaction Type	Class	Amount	Tax Rate	Tax Class	Net Value
07/01/2011	BILLING	4	1,480.44	2.896000	4	51,120
10/05/2011	REGULAR PAYMENT	4	-740.22	2.896000	4	0
10/05/2011	REGULAR PAYMENT	4	18.51			
01/11/2012	REGULAR PAYMENT	4	-740.22			
01/11/2012	REGULAR PAYMENT	4	18.51			
11/30/2012	PENDING EXONERATION	4	-721.71			
	Adjusted Net Taxes		-684.69			51,120


Taxpayer


Prosecutor


Assessor


Commissioner


County Commission President


Commissioner

At a regular session of the County Commission of Wood County, West Virginia, held at the Courthouse of said County, The County Commission did approve this exoneration on January 7, 2013.

RECEIVED

RECEIVED

DEC 10 '12

JAN 03 '13

By: Andy Hartleben  County Administrator

Application Printed On

Friday, November 30, 2012 10:06 am

Wood County Commission

Erroneous Assessment Application

Tax Type: **Real Estate**

Description

PT.#9 FAIRFIELD S/D
50X125

Tax Ticket: **39415**

Tax Year: **2008**

Upon the application of **BORDAS THOMAS D** whose address is **610 27TH ST VIENNA, WV 26105-0000** aggrieved by an erroneous assessment in VIENNA District (10), in the County of Wood, for the **2008** tax year.

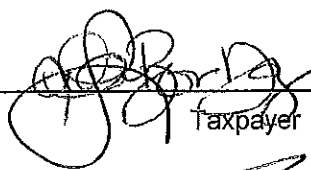
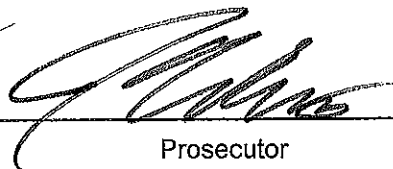

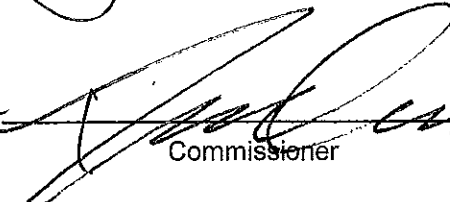
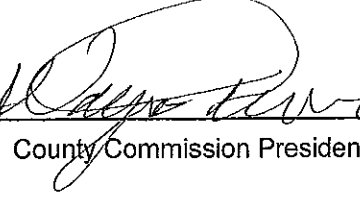
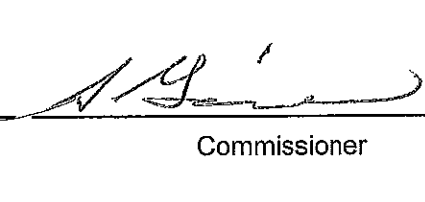
The County Commission therefore, orders that the said applicant be and hereby exonerated from the said erroneous assessment and from the payment of the taxes so assessed in and for the **2008** tax year.

If the taxes have been paid the Sheriff shall refund the same to them; or if more than a year from the time the property books were delivered to the Sheriff for the the affected tax year, the Sheriff shall allow a credit on future taxes payable.



The above property was purchased in 2004 by Thomas D. Bordas. The property was classified as rental property prior to Mr. Bordas purchasing the property. The tax class was not changed until the Assessor's Office discovered on November 29, 2012 that the property was owner occupied. This exoneration is to correct the tax ticket by applying the owner occupied rate.

All of which is ordered to be certified to the Auditor of the State of West virginia and the Sheriff of WOOD County

Date	Transaction Type	Class	Amount	Tax Rate	Tax Class	Net Value
07/01/2008	BILLING	4	1,547.34	2.914000	4	53,100
07/16/2008	REGULAR PAYMENT	4	-773.67	2.914000	4	0
07/16/2008	REGULAR PAYMENT	4	19.34	Adjusted Net Value		53,100
01/09/2009	REGULAR PAYMENT	4	-773.67			
01/09/2009	REGULAR PAYMENT	4	19.34			
11/30/2012	PENDING EXONERATION	4	-773.67			
Adjusted Net Taxes			-734.99			

 Taxpayer
 Prosecutor
 Assessor
 Commissioner
 County Commission President
 Commissioner

At a regular session of the County Commission of Wood County, West Virginia, held at the Courthouse of said County, The County Commission did approve this exoneration on January 7, 2013.

 RECEIVED
 RECEIVED
 DEC 10 '12
 JAN 03 '13
 County Administrator
 County Administrator

By: Andy Hartleben

Wood County Commission

Erroneous Assessment Application

Tax Type: **Real Estate**

Description

Tax Ticket: **39635**

PT.#9 FAIRFIELD S/D
50X125

Tax Year: **2010**

Upon the application of **BORDAS THOMAS D** whose address is **610 27TH ST VIENNA, WV 26105-0000** aggrieved by an erroneous assessment in VIENNA District (10), in the County of Wood, for the **2010** tax year.

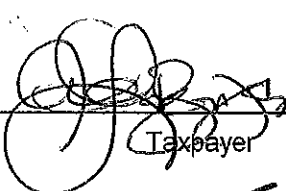
The County Commission therefore, orders that the said applicant be and hereby exonerated from the said erroneous assessment and from the payment of the taxes so assessed in and for the **2010** tax year.

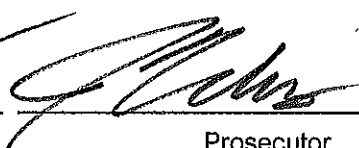
If the taxes have been paid the Sheriff shall refund the same to them; or if more than a year from the time the property books were delivered to the Sheriff for the the affected tax year, the Sheriff shall allow a credit on future taxes payable.

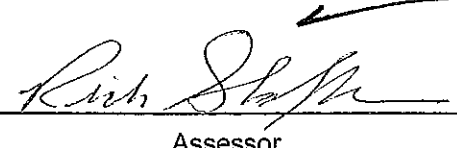
The above property was purchased in 2004 by Thomas D. Bordas. The property was classified as rental property prior to Mr. Bordas purchasing the property. The tax class was not changed until the Assessor's Office discovered on November 29, 2012 that the property was owner occupied. This exoneration is to correct the tax ticket by applying the owner occupied rate.

All of which is ordered to be certified to the Auditor of the State of West virginia and the Sheriff of WOOD County

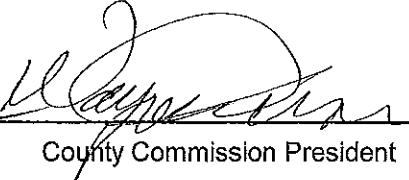
Date	Transaction Type	Class	Amount	Tax Rate	Tax Class	Net Value
07/01/2010	BILLING	4	1,530.24	2.808800	4	54,480
08/10/2010	REGULAR PAYMENT	4	-765.12	2.808800	4	0
08/10/2010	REGULAR PAYMENT	4	19.13	Adjusted Net Value		54,480
01/06/2011	REGULAR PAYMENT	4	-765.12			
01/06/2011	REGULAR PAYMENT	4	19.13			
11/30/2012	PENDING EXONERATION	4	-745.99			
Adjusted Net Taxes			-707.73			

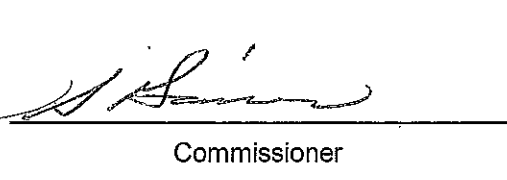

Taxpayer


Prosecutor


Assessor


Commissioner


County Commission President


Commissioner

At a regular session of the County Commission of Wood County, West Virginia, held at the Courthouse of said County, The County Commission did approve this exoneration on January 7, 2013

RECEIVED
DEC 10 '12

County Administrator

RECEIVED

JAN 03 '13

County Administrator

By: Andy Hartleben

Application Printed On

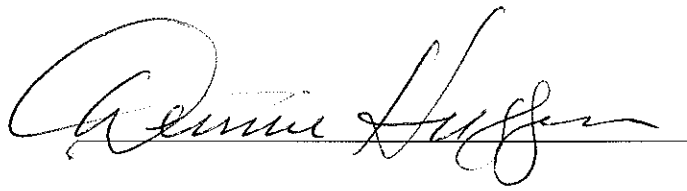
Friday, November 30, 2012 10:02 am

1/2/13
70/209

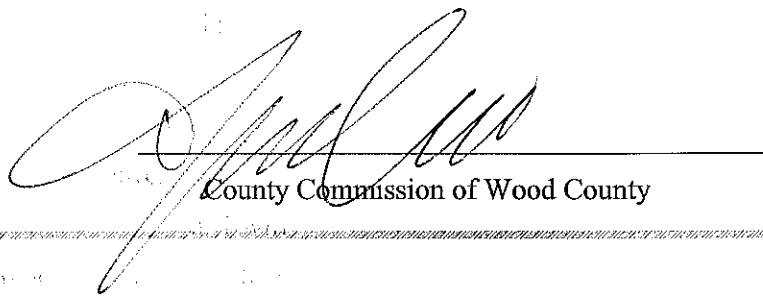
STATE OF WEST VIRGINIA
COUNTY OF WOOD }

TO -WIT:

I, Dennie Huggins, do solemnly swear that I will support the Constitution of the United States, the Constitution of the State of West Virginia, and that I will faithfully and impartially discharge the duties of the office of Director of the Wood County Day Report Center in and for Wood County, West Virginia, to the best of my skill and judgment, during my continuance in the same; SO HELP ME GOD.



Subscribed and sworn to, before County Commission of Wood County, West Virginia, this 7th day of January, 2013.


County Commission of Wood County