

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA
#1 COURT SQUARE, SUITE 203
PARKERSBURG, WV 26101

IN RE: MINUTES OF MEETING HELD
THURSDAY, AUGUST 7, 2014

PRESENT: WAYNE DUNN, PRESIDENT
STEPHEN GAINER, COMMISSIONER
DAVID BLAIR COUCH, COMMISSIONER (via phone)

At 9:30 A.M., the County Commission of Wood County met in regular session. They signed purchase orders, invoices, orders and other correspondence.

The County Commission, upon a motion duly made, seconded and passed, approved Erroneous Assessment Applications in regard to personal and real property. Copies are attached to these minutes and shall be made a part thereof.

AGENDA AND DISCUSSION ITEMS

At 9:30 A.M., the County Commission considered a Freeboard appeal for Sandy and David Barrett for 537 Happy Valley Lane. The County Commission authorized the appeal for the two foot freeboard requirement. (Order M/2861)

At 9:47 A.M., the County Commission discussed the recent purchasing card audit received from the State. It was decided to allow the County Administrator to sit down with the County Clerk to determine if there are any issues that need addressed.

At 10:01 A.M., the County Commission discussed the creation of a Community Services Coordinator. No decision was made.

ORDERS APPROVED AND ATTACHED TO THESE MINUTES

M/2860, M/2861

Having no further scheduled appointments or business to attend to, the County Commission officially adjourned at 10:38 A.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 August 7, 2014.

Wood County Commission Meeting
Held August 7, 2014

Please Print

1. David & Sandra Barrett
2. Kluu Duni
3. Kirsten Lefebvre
4. Mark Rhodes
5. Barbara Johnston
6.
7.
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Wood County Commission
Agenda

8/07/2014

1 Court Square, Suite 203
Parkersburg, WV 26101

9:30 A.M.	Discuss and Consider Freeboard appeal – 537 Happy Valley Lane	Sandy and David Barrett
	Discuss Purchasing Card audit (per DBC)	
	Discuss Community Services Coordinator (per DBC)	
	Administrator's Report	Marty Seufer, County Administrator
	County Commissioner's Reports	

Discussion, Review and Approval of expenditures and disbursements identified on Exhibit 1, hereto attached

Correspondence for this meeting will be available for public review during regular office hours in Room 205 of the Wood County Courthouse two (2) days prior to the meeting

Exhibit 1

Discussion, Review and Approval of the following items may be included during this meeting and are available for public inspection in the Office of the County Administrator two days prior to this meeting.

Budget revisions

Purchase orders and requisitions

Revisions, reimbursement requests, resolutions and correspondence for grants

Grant disbursements to other entities

Invoices for expenditures to be paid

Reimbursements for travel expenses

Bid specifications and procedures for bids previously authorized by the Commission

Monthly Hotel Occupancy Tax Collection disbursements

Disbursements for previously approved Innovative Programming Grants

Tax refunds, exonerations, improprieties and consolidations

Probate items, including settlements, petitions and Fiduciary Commissioner reports

General Fund disbursements to entities

Funding requests from local organizations by written form

Payroll modification as submitted by elected officials

8/7/14
70/522

AUGUST 7, 2014

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION DID HEREBY AUTHORIZE AN
APPEAL OF THE FREEBOARD REQUIREMENT OF THE
FLOOD PLAIN ORDINANCE.

ORDER

On this date, the County Commission of Wood County, upon a motion made by Wayne Dunn, seconded by Stephen Gainer and made unanimous by David Blair Couch, did hereby AUTHORIZE an appeal to be issued to David and Sandy Barrett, 537 Happy Valley Lane, Parkersburg, West Virginia. Said waiver is for the two (2) foot freeboard requirement in Section 5.3, Elevation and Flood Proofing Information of the Wood County, WV Floodplain Ordinance.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY



Wayne Dunn, President



Stephen Gainer, Commissioner



David Blair Couch, Commissioner

M/2861

8/7/14
70/522

AUGUST 7, 2014

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE WOOD COUNTY COURTHOUSE AND ITS OFFICES WILL
CLOSE AT 12:00 P.M. ON FRIDAY, AUGUST 15, 2014 DUE TO
PARKERSBURG HOMECOMING EVENTS.

ORDER

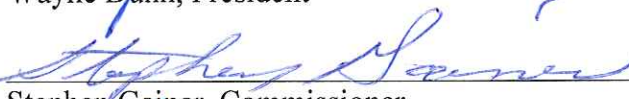
On this date, the County Commission of Wood County, upon a motion made by Stephen Gainer, seconded by Wayne Dunn and passed, did hereby did hereby ORDER that the Wood County Courthouse and its offices will close at 12:00 P.M. on Friday, August 15, 2014 due to Parkersburg Homecoming events.

APPROVED:

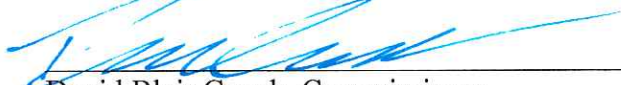
THE COUNTY COMMISSION OF WOOD COUNTY



Wayne Dunn, President



Stephen Gainer, Commissioner



David Blair Couch, Commissioner

Wood County Commission

Erroneous Assessment Application

SW
SW

Tax Type: **Personal Property**

Tax Ticket: **408985**

Tax Year: **2014**

8/7/14
70/522

Upon the application of **EDWARDS JENNIFER EMILY** whose address is **1104 E 12TH ST PARKERSBURG, WV 26101-4506** aggrieved by an erroneous assessment in **PARKERSBURG** District (05), in the County of Wood, for the **2014** 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 **2014** 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.

DUE TO A CLERICAL ERROR THE 2012 CHEVY CRUZ WAS REPORTED WHEN IN FACT THEY HAD A 1996 GMC JIMMY TITLED 7/1/13. A SUPPLEMENTAL WAS MADE FOR THE 1996 GMC JIMMY TICKET #80001161. SEE ATTACHED.

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
07/01/2014	BILLING	4	226.44	2.936800	4	7,710
07/17/2014	PENDING EXONERATION	4	-226.44	2.936800	4	-7,710
			Adjusted Net Taxes			Adjusted Net Value
			0.00			0

Jr Edwards
Taxpayer
304-699-8543

[Signature]
Prosecutor

Rich Shaffer
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 *August 7, 2014*

RECEIVED
JUL 18 '14
[Signature]
County Administrator

RECEIVED
AUG 04 '14
[Signature]
County Administrator

By: Donna Bowman

Wood County Commission

*SW
9/2*

Erroneous Assessment Application

Tax Type: **Personal Property**

Tax Ticket: **418311** ✓

Tax Year: **2014** ✓

*8/7/14
70/522*

Upon the application of **LAYFIELD SALLY A** whose address is **1020 16TH ST VIENNA, WV 26105-1042** aggrieved by an erroneous assessment in **VIENNA District (10)**, in the County of Wood, for the **2014** 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 **2014** 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.

DUE TO A TAXPAYER CLERICAL ERROR THE 2011 CHEVY WAS REPORTED WHEN IN FACT IT HAD BEEN SOLD PRIOR TO 7/1/13. PLEASE ADJUST TAX TICKET. SEE ATTACHED.

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
07/01/2014	BILLING	4	371.04	2.934300	4	12,645
07/31/2014	PENDING EXONERATION	4	-148.78	2.934300	4	-5,070
			Adjusted Net Taxes			Adjusted Net Value
			222.26			7,575

Sally Layfield
Taxpayer
304-481-3958
304-480-7228

[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 *August 7, 2014*

RECEIVED

AUG 01 '14

County Administrator

RECEIVED

AUG 04 '14

County Administrator

By: Michell Cole

Wood County Commission

SW
SW

Erroneous Assessment Application

Tax Type: **Personal Property**

Tax Ticket: **404019** ✓

Tax Year: **2014** ✓

8/7/14
70/522

Upon the application of **SHAFFER TIMOTHY** whose address is **72 DIGGER RD BELLEVILLE, WV 26133-8252** aggrieved by an erroneous assessment in **HARRIS District (02)**, in the County of Wood, for the **2014** 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 **2014** 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.

WERE

THE 2004 JEEP LIBERTY AND THE 2011 UTILITY TRAILER WAS AWARDED TO JUDITH SHAFFER BY DIVORCE DECREE. PLEASE ADJUST THIS TICKET. SEE ATTACHED.

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
07/01/2014	BILLING	3	131.30	2.210400	3	5,940
07/30/2014	PENDING EXONERATION	3	-61.02	2.210400	3	-2,760
			Adjusted Net Taxes			70.28
					Adjusted Net Value	3,180

Judith Shaffer
Taxpayer

304-916-6063

Joshua
Prosecutor

Rick Shaffer
Assessor

Donna Bowman
Commissioner

Wanda
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 *August 7, 2014.*

RECEIVED

AUG 01 '14
DA
County Administrator

RECEIVED

AUG 04 '14
County Administrator

By: Donna Bowman

Application Printed On

Wednesday, July 30, 2014 8:52 am

Wood County Commission

Erroneous Assessment Application

Tax Type: **Real Estate**

Tax Ticket: **44378** ✓

Tax Year: **2014** ✓

Description

PT#26-A VIENNA HOMES INC. R/D
CASTO ADN

8/7/14
70/522

Upon the application of **WILLIAMS PERRY M** whose address is **2208 PACKARD WAY PARKERSBURG, WV 26104-** aggrieved by an erroneous assessment in VIENNA District (10) Map 6 Parcel 160A0000, in the County of Wood, for the **2014** 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 **2014** 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.

Tax class was changed by Appraiser in error. Mr. & Mrs. Williams daughter is living in home rent free. Property should be class two.

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
07/01/2014	BILLING	4	832.76	2.934300	4	28,380
07/22/2014	PENDING EXONERATION	4	-416.38	2.934300	4	0
			Adjusted Net Taxes			Adjusted Net Value
			416.38			28,380

Map 6 Parcel 160A0000
Perry M. Williams
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 August 7, 2014

RECEIVED

AUG 01 '14

County Administrator

RECEIVED
AUG 04 '14

County Administrator

By: Kerri Lincicome

Application Printed On

Tuesday, July 22, 2014 8:50 am

Wood County Commission

Erroneous Assessment Application

Tax Type: **Real Estate**

Tax Ticket: **44379** ✓

Tax Year: **2014** ✓

Description
 LOT 55X144 NEAL AVE
 (COM ACC 6/160B)

8/7/14
 20/522

Upon the application of **WILLIAMS PERRY M** whose address is **2208 PACKARD WAY PARKERSBURG, WV 26104**- aggrieved by an erroneous assessment in VIENNA District (10) Map 6 Parcel 160D0000, in the County of Wood, for the **2014** 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 **2014** 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.

Tax class was changed by Appraiser in error. Mr. & Mrs. Williams daughter is living in home rent free. Property should be class two.

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
07/01/2014	BILLING	4	426.06	2.934300	4	14,520
07/22/2014	PENDING EXONERATION	4	-213.04	2.934300	4	0
			Adjusted Net Taxes		Adjusted Net Value	14,520

Berry M. Williams
 Map 6 Parcel 160D0000
 Taxpayer

Rich Staff
 Prosecutor

Rich Staff
 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 **August 7, 2014**

RECEIVED

AUG 01 '14

County Administrator

RECEIVED

AUG 04 '14

County Administrator

Application Printed On

Tuesday, July 22, 2014 8:49 am

By: Kerri Lincicome

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
5637	ENGLEFIELD	ENGLEFIELD OIL COMPANY	REGULAR	08/05/2014	198.32	
5638	MICROGENICS	MICROGENICS CORPORATION	REGULAR	08/05/2014	647.70	
5639	MOUNTAINEERG	MOUNTAINEER GAS COMPANY	REGULAR	08/05/2014	33.44	
5640	REDWOOD	REDWOOD TOXICOLOGY LABORATORY INC.	REGULAR	08/05/2014	2,322.50	
5641	REDWOOD TOXI	REDWOOD TOXICOLOGY LABORATORY INC.	REGULAR	08/05/2014	215.70	
5642	RESEARCH	OFFICE OF RESEARCH & STRATEGIC PLANNING	REGULAR	08/05/2014	78.00	
5643	SINGERJ	JANA SINGER-DOWLER	REGULAR	08/05/2014	44.40	
COMM.CRIMINAL JUSTICE FUND Bank Id 172 Totals					3,540.06	
Report Totals					3,540.06	

[Handwritten Signature]
[Handwritten Initials]

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
156048	BATTERIES	BATTERIES DIRECT	REGULAR	08/05/2014	136.99	
156049	BROWN W	WILLIAM M BROWN	REGULAR	08/05/2014	700.00	
156050	CARQUEST	CARQUEST	REGULAR	08/05/2014	258.51	
156051	CRUM G	GWEN CRUM	REGULAR	08/05/2014	240.77	
156052	CWS	CWS	REGULAR	08/05/2014	154.00	
156053	DASH	DASH GLOVES	REGULAR	08/05/2014	59.90	
156054	DOMINIONH	DOMINION HOPE	REGULAR	08/05/2014	79.80	
156055	ENGLEFIELD	ENGLEFIELD OIL COMPANY	REGULAR	08/05/2014	12,019.44	
156056	GATHERING	THE GATHERING AT SWEET CREEK, INC.	REGULAR	08/05/2014	2,500.00	
156057	GLACIER	GLACIER MOUNTAIN BOTTLED WATER	REGULAR	08/05/2014	7.00	
156058	GREER	ADAM GREER	REGULAR	08/05/2014	77.15	
156059	HAESSLY	HAESSLY HARDWOOD LUMBER	REGULAR	08/05/2014	700.00	
156060	LOWES	LOWE'S COMPANIES, INC.	REGULAR	08/05/2014	65.52	
156061	MABC	MID-ATLANTIC BUSINESS COMMUNICATIONS	REGULAR	08/05/2014	881.60	
156062	MARKSR	REBECCA MARKS	REGULAR	08/05/2014	115.37	
156063	NOE OFFIC	NOE OFFICE EQUIPMENT	REGULAR	08/05/2014	1,146.00	
156064	ODEPOT	OFFICE DEPOT	REGULAR	08/05/2014	84.58	
156065	PITNEY	PITNEY BOWES RESERVE ACCOUNT #13234133	REGULAR	08/05/2014	16,479.01	
156066	RICOH	RICOH USA INC	REGULAR	08/05/2014	1,071.85	
156067	SHAWVER L	LINDSEY SHAWVER	REGULAR	08/05/2014	135.42	
156068	SMITH JODI	JODI SMITH	REGULAR	08/05/2014	534.77	
156069	STATE TAX	STATE TAX DEPARTMENT	REGULAR	08/05/2014	18,499.60	
156070	TRACTOR SUPPL	TRACTOR SUPPLY CREDIT PLAN	REGULAR	08/05/2014	79.98	
156071	UNION WIL	UNION WILLIAMS PUBLIC SE	REGULAR	08/05/2014	77.86	
156072	VERIZONW	VERIZON WIRELESS	REGULAR	08/05/2014	591.46	

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
156073	WCSWA	WOOD COUNTY SOLID WASTE AUTHORITY	REGULAR	08/05/2014	401.46	
156074	WILLIAMS SUZ	SUZANNE WILLIAMS	REGULAR	08/05/2014	270.00	
156075	WORKINGMA	WORKINGMAN'S STORE	REGULAR	08/05/2014	79.00	
156076	WV HOSP I	RETIREE HEALTH BENEFIT TRUST FUND	REGULAR	08/05/2014	15,905.00	
GENERAL FUND Bank Id 101 Totals					73,352.04	
Report Totals					73,352.04	

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
5601	ENGLEFIELD	ENGLEFIELD OIL COMPANY	REGULAR	08/05/2014	1,173.62	
5602	GEN CO FD	GENERAL COUNTY FUNDS	REGULAR	08/05/2014	58,452.55	
ASSESSOR'S VALUATION Bank Id 156 Totals					<u>59,626.17</u>	
Report Totals					<u>59,626.17</u>	



Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
1514	WATERS R	ROBIN WATERS	REGULAR	08/05/2014	25.50	
MAGISTRATE COURT Bank Id 105 Totals					<u>25.50</u>	
Report Totals					<u>25.50</u>	

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
5928	BABCOCK FENCI	BABCOCK FENCE COMPANY	REGULAR	08/05/2014	4,480.00	
5929	DEAN'S	DEAN'S SCREENS INK	REGULAR	08/05/2014	66.50	
5930	DOMINIONH	DOMINION HOPE	REGULAR	08/05/2014	262.36	
5931	ENGLEFIELD	ENGLEFIELD OIL COMPANY	REGULAR	08/05/2014	238.14	
5932	GEN CO FD	GENERAL COUNTY FUNDS	REGULAR	08/05/2014	137,668.18	
5933	MILLER CO	MILLER COMMUNICATIONS IN	REGULAR	08/05/2014	175.00	
5934	NOE OFFIC	NOE OFFICE EQUIPMENT	REGULAR	08/05/2014	263.99	
5935	ODEPOT	OFFICE DEPOT	REGULAR	08/05/2014	593.56	
5936	PHSI	PURE WATER FINANCE	REGULAR	08/05/2014	59.00	
5937	WV ENHANC	WV ENHANCED 9-1-1 COUNCIL	REGULAR	08/05/2014	232.60	
E-911 FUND Bank Id 107 Totals					144,039.33	
Report Totals					144,039.33	

PM

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
3112	CARQUEST	CARQUEST	REGULAR	08/05/2014	170.70	
HOME CONFINEMENT Bank Id 108 Totals					<u>170.70</u>	
Report Totals					<u>170.70</u>	

