

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

#1 COURT SQUARE, SUITE 203
PARKERSBURG, WV 26101

IN RE: MINUTES OF MEETING HELD
THURSDAY, OCTOBER 1, 2015

PRESENT: STEPHEN GAINER, PRESIDENT
DAVID BLAIR COUCH, COMMISSIONER
ROBERT K. TEBAY, COMMISSIONER

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

Kim Marshall took his oath of office as a member of the Wood County Fire Service Board.

The County Commission, upon a motion duly made, seconded and passed, approved Erroneous Assessment Applications in regard to personal 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 authorized an Application for the West Virginia Courthouse Facilities Improvement Authority. Grant funds will be used to replace the concrete surrounding the Wood County Courthouse. (Order M/3201)

At 10:00 A.M. a public hearing was held to amend the Wood County, West Virginia Comprehensive Planning Program Land Use Regulations. No one was in attendance to support or refute the changes. Marty Seufer, Wood County Planning Commission Director, presented the change that would allow the Planning Commission to address roads, streets and alleys in

developments that involve rental or leased properties and not necessarily a division of land.

The public hearing was closed at 10:07 A.M. (Order M/3203)

ORDERS APPROVED AND ATTACHED TO THESE MINUTES

A/1521, M3201, M/3203

Having no further scheduled appointments or business to attend to, the County Commission adjourned at 10:25 A.M.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY



Stephen Gainer, President



David Blair Couch, Commissioner



Robert K. Tebay, Commissioner

To listen to this meeting, please refer to DVD labeled October 1, 2015.

Wood County Commission Meeting
Held October 1, 2015

Please Print

1. <i>KIM MARSHALL</i>
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Wood County Commission
Agenda

10/1//2015

1 Court Square, Suite 203
Parkersburg, WV 26101

9:30 A.M.		
10:00 A.M.	Public Hearing – Amendment to the Comprehensive Planning Program Land Use Regulations	
	Administrator’s Report	Marty Seufer, County Administrator
	County Commission 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 I

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

10/1/15
7/1/15

OCTOBER 1, 2015

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION WAS MADE AWARE THAT DEREK SNYDER SHOULD BE REMOVED FROM THE WOOD COUNTY COMMISSION ON CRIME, DELINQUENCY AND CORRECTION. JOLIE KERENICK AND DON BROWN SHOULD BE ADDED.

ORDER

On this date, the County Commission of Wood County was made aware of the removal of Derek Snyder from the Wood County Commission on Crime, Delinquency and Correction. Jolie Kerenick and Don Brown should be added. Jane Burdette, by fax, informed the Commission of these changes.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY



Stephen Gainer, President



David Blair Couch, Commissioner



Robert K. Tebay, Commissioner

10/1/15
7/1/15

OCTOBER 1, 2015

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION DID HEREBY AUTHORIZE
STEPHEN GAINER, AS PRESIDENT, TO EXECUTE ALL
DOCUMENTS NECESSARY TO APPLY FOR FUNDS THROUGH
THE WEST VIRGINIA COURTHOUSE FACILITIES
IMPROVEMENT FUND TO REPLACE CONCRETE SIDEWALKS
SURROUNDING THE COURTHOUSE.

ORDER

The County Commission of Wood County, upon a motion made by David Blair Couch, seconded by Robert K. Tebay, and made unanimous by Stephen Gainer, did hereby AUTHORIZE Stephen Gainer, as President and on behalf of the County Commission, to EXECUTE a Grant Application and all documents necessary to apply for Grant Funds from the West Virginia Courthouse Facilities Improvement Fund. Said Grant Funds will be used to replace the concrete surrounding the Wood County Courthouse.

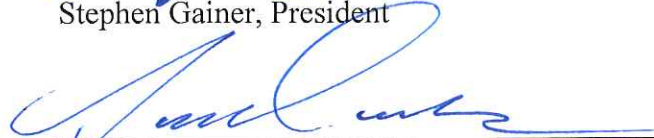
Information relating to the West Virginia Courthouse Facilities Improvement Fund Grant is on file in the Office of the County Administrator.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY



Stephen Gainer, President



David Blair Couch, Commissioner



Robert K. Tebay, Commissioner

M/3201

10/1/15
71/116

OCTOBER 1, 2015

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION DID HEREBY AUTHORIZE AN
AMENDMENT TO THE WOOD COUNTY LAND USE
REGULATIONS.

ORDER

On this date, the County Commission of Wood County upon a motion made by David Blair Couch, seconded by Robert K. Tebay and made unanimous by Stephen Gainer, did hereby AUTHORIZE an Amendment to the Wood County, West Virginia Comprehensive Planning Program Land Use Regulations. Said Amendment follows a public hearing that was held at 10:00 A.M. on Thursday, October 1, 2015 and also upon the recommendation of the Wood County Planning Commission following their meeting on Wednesday, June 3, 2015. Said Amendment redefines a Subdivision and provides for review by the Wood County Planning Commission of streets, roads or alleys on properties being developed for rental or lease.

A copy of the amendment language is attached to this Order and should be made a part thereof.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY



Stephen Gainer, President



David Blair Couch, Commissioner



Robert K. Tebay, Commissioner

10/1/15
7/1/16

AMENDMENT TO SUBDIVISION REGULATIONS

BE IT ORDAINED by the County Commission of Wood County, West Virginia, that Part I of the Subdivision Regulations of the Wood County Comprehensive Planning Program Land Use Regulations be amended and reenacted as follows:

SECTION II. DEFINITIONS AND EXEMPTIONS

1. As used in these Regulations, Subdivision shall mean:
 - a. The division of a tract or parcel of land into two or more lots, building sites, or other divisions for the purpose, whether immediate or future, of the transfer of ownership; or
 - b. *The division of a tract or separation of a tract or parcel of land in two or more lots, building sites or other divisions for the purpose, whether immediate or future, of creating extended rental or leasehold interests, if the creation of the rental or leasehold interests necessitates the creation of streets, roads or alleys for residential, commercial, commercial, industrial, or other use.*

NOTE: It is the intent of this Amendment to include in the application of Subdivision Regulations properties which are intended to be rented or leased, rather than sold separately, it is believed to be in the public interest for the Subdivision Regulations to be applicable to such rental property developments.

3b. The formation of individual lots or *rental units* provided such lots or *rental units* are each five acres or larger in size and is located adjacent to a public way, shall have a minimum width (or frontage) of 200 feet along said public way.

c. The formation of individual lots or rental units of less than five acres each provided the deeds for such lots or *rental units* declare that the property is to be merged with adjoining land for the purpose of increasing land area or adjusting shape and not for the purpose of new building sites.

SECTION III. PROCEDURE

No person, firm or corporation, proposing to make or have made a subdivision within the jurisdictional limits of these Regulations, shall make any contract for the sale, *rental, lease* of or shall offer to sell, *rent or lease*, said subdivision, or any part thereof, or shall proceed with any construction work on the proposed subdivision, including grading, before obtaining from the Commission the tentative approval of the plat of the proposed subdivision.

No person, firm or corporation shall contract to sell, *rent or lease*, or offer to sell, *rent or lease*, said subdivision or any part or parcel thereof by metes and bounds description with the idea of circumventing these Regulations, nor shall a building permit, now or hereafter adopted, or any other permit be issued for such subdivision or part or parcel thereof.

No person, firm or corporation which has been declared to have been in violation of these Subdivision Regulations at any time and which said violations have not been corrected to the satisfaction of the Commission, shall be permitted to sell, *rent or lease* a subdivision or any part thereof,

nor shall any such person, firm or corporation proceed with any construction work on any proposed subdivision, nor shall such person, firm or corporation be granted tentative or final approval of any subdivision plat. The Planning Commission shall have the right to deny approval to any person or entity seeking approval of a proposed subdivision upon the grounds that such person or entity has previously been found to be in violation of these Subdivision Regulations.

All changes from or additions to language in the existing Ordinance are shown in *italics*.

Wood County Commission

Erroneous Assessment Application

Tax Type: **Personal Property**

Tax Ticket: **500294** ✓

Tax Year: **2015** ✓

10/1/15
7/1/15

Upon the application of **DONLEN TRUST** whose address is **PO BOX 59365 SCHAUMBURG, IL 60159-** aggrieved by an erroneous assessment in **PARKERSBURG DISTRICT** District (04), in the County of Wood, for the **2015** 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 **2015** 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, TAXPAYER FILED A VEHICLE LISTING THAT INCLUDED INACTIVE LEASES. 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
07/01/2015	BILLING	3	2,645.16	2.208400	3	119,777
08/12/2015	PENDING EXONERATION	3	-275.28	2.208400	3	-12,465
			Adjusted Net Taxes			Adjusted Net Value
			2,369.88			107,312

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 October 1, 2015

RECEIVED

AUG 26 2015

County Administrator

RECEIVED

SEP 24 2015

County Administrator

RECEIVED

SEP 29 2015

County Administrator

By: Jaime Wolfe

Application Printed On

Tuesday, August 18, 2015 10:10 am

Wood County Commission

Erroneous Assessment Application

Tax Type: **Personal Property**

Tax Ticket: **500670** ✓

Tax Year: **2015** ✓

10/1/15
7/1/15

Upon the application of **DONLEN TRUST** whose address is **PO BOX 59365 SCHAUMBURG, IL 60159-** aggrieved by an erroneous assessment in **PARKERSBURG District (05)**, in the County of Wood, for the **2015** 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 **2015** 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, TAXPAYER FILED A VEHICLE LISTING THAT INCLUDED INACTIVE LEASES. 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
07/01/2015	BILLING	4	3,528.24	2.957120	4	119,313
08/18/2015	PENDING EXONERATION	4	-1,014.44	2.957120	4	-34,305
			Adjusted Net Taxes			Adjusted Net Value
			2,513.80			85,008

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 October 1, 2015

RECEIVED

AUG 26 2015

County Administrator

RECEIVED

SEP 24 2015

County Administrator

RECEIVED

SEP 29 2015

County Administrator

Application Printed On

Tuesday, August 18, 2015 10:08 am

By: Jaime Wolfe


10/1/15
7/1/15

STATE OF WEST VIRGINIA
COUNTY OF WOOD

}

TO -WIT:

I, Robert Enoch, 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 the Wood County Fort Boreman Historical Park Commission 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 1st day of OCTOBER 2015

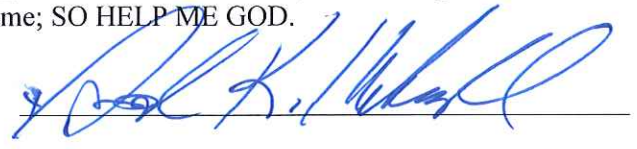

_____ County Commission of Wood County

12/19/13

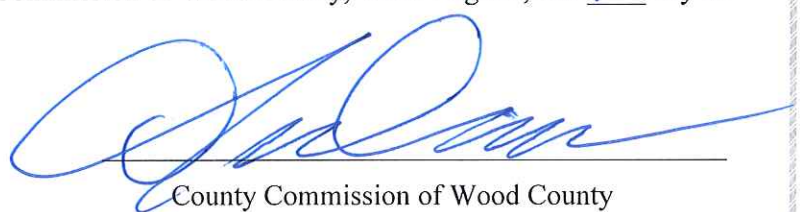
11/9/15
71/132

STATE OF WEST VIRGINIA
COUNTY OF WOOD } TO -WIT:

I, KIM MARSHALL, 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 WOOD COUNTY FIRE SERVICE BOARD 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 1st day of October, 2015.


County Commission of Wood County