

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

#1 COURT SQUARE, SUITE 203
PARKERSBURG, WV 26101

IN RE: MINUTES OF SPECIAL MEETING HELD
THURSDAY, MAY 25, 2017

PRESENT: DAVID BLAIR COUCH, PRESIDENT
ROBERT K. TEBAY, COMMISSIONER
JAMES COLOMBO, COMMISSIONER

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

The County Commission, upon a motion duly made, seconded and passed, approved an Erroneous Assessment Application in regard to real estate for Steve Lake.

AGENDA AND DISCUSSION ITEMS

At 9:30 A.M., the County Commission approved a waiver for the two week window for submission of plans prior to advertising for the Emerson Commons TIF Zone. (Order M3669)

At 9:32 A.M., the County Commission approved the hiring of Camille Waldron as a full time Administrative Assistant and Sharolyn Johnson as a Telecommunicator for the E-911 Center.

At 10:10 A.M., Commissioner Couch joined the meeting and introduced members of the West Virginia Risk Pool who were in town for their quarterly meeting.

At 10:35 A.M., the County Commission held a hearing in regard to the Gregory Myers estate. Debra Steed, Attorney for Deborah Beitzel and Richard Smith, Attorney for Kristen

Myers, beneficiary were present. After information the Commission received, the hearing is to be continued until July 20, 2017 at 9:30 A.M. (Probate Order)

The County Commission was made aware that Jason Matthews, Mark Rhodes and Pam Burst should be added to the Wood County Commission on Crime, Delinquency and Correction. (Order A/1752)

ORDERS APPROVED AND ATTACHED TO THESE MINUTES

M/3665, M3666, M/3669, A/1751, A/1752

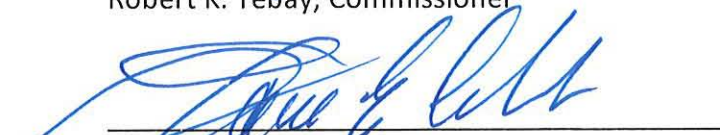
Having no further scheduled appointments or business to attend to, the County Commission adjourned at approximately 11:19 A.M.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President

Robert K. Tebay, Commissioner

James Colombo, Commissioner

To listen to this meeting, please refer to DVD labeled May 25, 2017.

Wood County Commission Meeting
Held May 25, 2017

Please Print

1.	STEPHEN SMITH
2.	Andy Boyd
3.	Steve Cain
4.	Debra Steed
5.	Richard P. Smith, Jr.
6.	Jane Carly
7.	Kristen Rae Myers
8.	
9.	
10.	
11.	
12.	
13.	
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15.	
16.	
17.	
18.	
19.	
20.	



Wood County Commission
Agenda

5/25/2017

1 Court Square, Suite 203
Parkersburg, WV 26101

9:30 A.M.	Discuss receipt of proposed plans submitted for review of Emerson Commons TIF Zone; authorize to publish bid	
9:45 A.M.	Estate of Gregory Myers – discuss objection to settlement	Debra Steed, Attorney
	Consider Request to Hire Camille Waldron as a full time Administrative Assistant - \$35,000.00/yr and Sharolyn A. Johnson as a Telecommunicator - \$29,034.72/yr	
	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 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

ORDERS—Wood County Commission, West Virginia

62

APRIL Term,

THURSDAY, MAY 25, 2017
SEVENTEENTH Day

MAY 20 17

APRIL TERM

THURSDAY, MAY 25, 2017
SEVENTEENTH DAY

MAY 2017

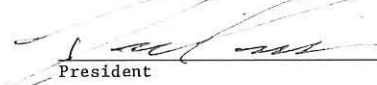
At a Regular Session of the County Commission, continued and held for the County of Wood, at the Courthouse thereof, Thursday, May 25, 2017, Present, David Blair Couch, President of said Commission, and Robert K. Tebay and James E. Colombo, Commissioners.

The orders and proceedings of the previous session of this Commission, held on Monday, May 22, 2017, were read before the County Commission, approved and ordered signed.

IN RE: ESTATE OF GREGORY ALLEN MYERS, DECEASED (HEARIN CONTINUED)

This day came Debra Steed, Attorney for Deborah L. Beitzel and Richard Smith, Attorney for Kristen Myers, beneficiary to the Estate of GREGORY ALLEN MYERS, deceased, in regard to hearing held Thursday, May 25, 2017, at 9:45 o'clock A. M. The County Commission, after the information that they received, said hearing is to be continued until July 20, 2017, at 9:30 o'clock A. M.

There appearing no further business to claim the attention of this Commission, it is hereby ordered that this Commission, do now adjourn to meet in Regular Session, Thursday, June 1, 2017, at 9:30 o'clock A. M.


President

APRIL TERM

THURSDAY, JUNE 1, 2017
EIGHTEENTH DAY

JUNE 2017

At a Regular Session of the County Commission, continued and held for the County of Wood, at the Courthouse thereof, Thursday, June 1, 2017, Present, David Blair Couch, President of said Commission, and Robert K. Tebay and James E. Colombo, Commissioners.

The orders and proceedings of the previous session of this Commission, held on Thursday, May 25, 2017, were read before the County Commission, approved and ordered signed.

There appearing no further business to claim the attention of this Commission, it is hereby ordered that this Commission, do now adjourn to meet in Regular Session, Monday, June 5, 2017, at 9:30 o'clock A. M.


President

MAY 25, 2017

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION WAS IN RECEIPT OF A CHECK FROM THE STATE OF WV IN THE AMOUNT OF \$8,695.44 WHICH REPRESENTS REIMBURSEMENT IN REGARD TO THE GOVERNOR'S HIGHWAY SAFETY PROGRAM GRANT NUMBER F17-HS-03-402.

ORDER


On this date, the County Commission of Wood County was in receipt of a check from the State of West Virginia in the amount of eight thousand six hundred ninety-five dollars and forty-four cents (\$8,695.44) which represents reimbursement to Wood County for expenses incurred during the month of March, 2017, in regard to the Governor's Highway Safety Program Grant Number F17-HS-03-402. Receipt of the aforementioned check is pursuant to an ORDER appearing in Order Book 73, at Page 16 and bearing the date of April 20, 2017, at which time David Blair Couch, in his official capacity as President and on behalf of the County Commission, was AUTHORIZED to EXECUTE the Request for Reimbursement.

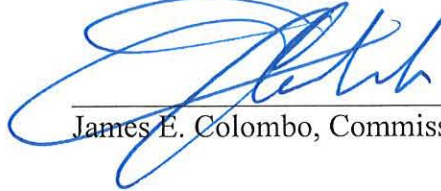
Documentation pertaining to the Governor's Highway Safety Program Grant is on file in the Office of the County Administrator.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY


David Blair Couch, President


Robert K. Tebay, Commissioner


James E. Colombo, Commissioner

M/3665

Mark Rhodes
WOOD County 12:44:13 PM
Instrument No 8752707
Date Recorded 05/25/2017
Document Type CDO
Pages Recorded 1
Book-Page 73-199

MAY 25, 2017

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION WAS IN RECEIPT OF A CHECK FROM THE STATE OF WV IN THE AMOUNT OF \$2,712.81 WHICH REPRESENTS REIMBURSEMENT IN REGARD TO THE GOVERNOR'S HIGHWAY SAFETY PROGRAM GRANT NUMBER F17-HS-03-405D.

ORDER

On this date, the County Commission of Wood County was in receipt of a check from the State of West Virginia in the amount of two thousand seven hundred twelve dollars and eighty-one cents (\$2,712.81) which represents reimbursement to Wood County for expenses incurred during the month of March, 2017, in regard to the Governor's Highway Safety Program Grant Number F17-HS-03-405D. Receipt of the aforementioned check is pursuant to an ORDER appearing in Order Book 73, at Page 34 and bearing the date of April 20, 2017, at which time David Blair Couch, in his official capacity as President and on behalf of the County Commission, was AUTHORIZED to EXECUTE the Request for Reimbursement.

Documentation pertaining to the Governor's Highway Safety Program Grant is on file in the Office of the County Administrator.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

M/3666

Mark Rhodes
WOOD COUNTY 12:46:06 PM
Instrument No 8752708
Date Recorded 05/25/2017
Document Type CDO
Pages Recorded 1
Book-Page 73-200

MAY 25, 2017

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION DID HEREBY AUTHORIZE
A WAIVER OF TIME FOR THE EMERSON COMMONS TIF
ZONE

ORDER

On this date, the County Commission of Wood County, upon a motion made by James E. Colombo, seconded by Robert K. Tebay and passed, did hereby AUTHORIZE a waiver of the two (2) week required time period for submission of bid documents for the Emerson Commons Tax Increment Funding (TIF) Zone. Said bid documents have been received by the county commission and are in the office of the County Administrator.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President

Robert K. Tebay, Commissioner

James E. Colombo, Commissioner

M/3669

Mark Rhodes
WOOD County 12:52:18 PM
Instrument No 8752711
Date Recorded 05/25/2017
Document Type CDD
Pages Recorded 1
Book-Page 73-204

MAY 25, 2017

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION AUTHORIZED DAVID BLAIR COUCH,
AS PRESIDENT, TO SIGN THE REQUEST FOR REIMBURSEMENT IN
REGARD TO THE COMMUNITY CORRECTIONS GRANT NUMBER
17-CC-26. SAID REQUEST IS IN THE AMOUNT OF \$31,846.75

ORDER

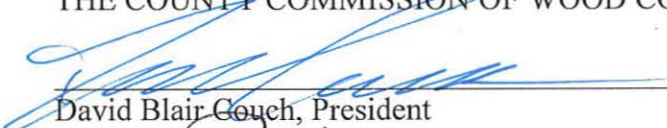
On this date, the County Commission of Wood County, upon a motion made by Robert K. Tebay, seconded by James E. Colombo and made unanimous by David Blair Couch, did hereby AUTHORIZE David Blair Couch, in his official capacity as President and on behalf of the County Commission, to sign the Request for Reimbursement in regard to the Community Corrections Grant Number 17-CC-26. Reimbursement is in the amount of thirty-one thousand eight hundred forty-six dollars and seventy-five cents (\$31,846.75) for the month of April, 2017. In addition to the Request for Reimbursement, the Time Sheets for employees of the Wood County Day Report Center, the Monthly Project Director's Report, the Financial Recap and the Project Financial Reports are being submitted to the Criminal Justice Services, Charleston, West Virginia.

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


Documentation pertaining to the Community Corrections Grant is on file in the Office of the County Administrator.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

A/1751

WEST VIRGINIA Division of Criminal Justice Services	Request for Reimbursement
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RECEIVED (For DCJS Use Only)	Subgrantee:	Wood County Commission
	Address:	One Court Square, Suite 203
		Parkersburg, WV 26101
	Project #:	17-CC-26
	FEIN#:	556 000 417
Funds are hereby requested to cover expenditures FROM: 4/1/17 TO: 4/30/17		

PROJECT CASH EXPENDITURES

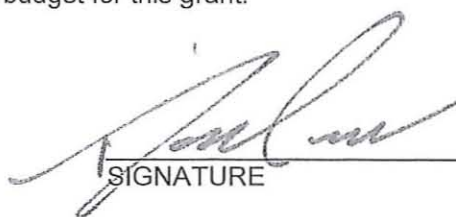
CATEGORY	AMOUNT
Personnel/Contractual	\$31,846.75
Travel/Training	-0-
Space	-0-
Other	-0-
Equipment	-0-
TOTAL	\$31,846.75

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: David Blair Couch, President, Wood County Commission
 TYPED NAME & TITLE
 (Authorized Official or Grant Financial Officer ONLY)


 SIGNATURE

5/25/17
 DATE

DCJS USE ONLY	
ADMINISTRATIVE APPROVAL: This request is approved in the amount of \$ _____ <div style="display: flex; justify-content: space-around; width: 100%;"> Initials Date </div> Pursuant to the authority vested in me, I certify that this request is correct and proper for payment.	
_____ Date	_____ Program Accountant

Mark Rhodes
 WOOD County 12:47:30 PM
 Instrument No 8752709
 Date Recorded 05/25/2017
 Document Type 000
 Pages Recorded 2
 Book-Page 75-201

MAY 25, 2017

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION WAS MADE AWARE THAT TINA THOMAS-STUBBS, JIM BAILEY, GLENNA TUCKER AND TERESA PICKENS HARPER SHOULD BE REMOVED FROM THE WOOD COUNTY COMMISSION ON CRIME, DELINQUENCY AND CORRECTION. JASON MATTHEWS, MARK RHODES AND PAM BRUST SHOULD BE ADDED.

ORDER

On this date, the County Commission of Wood County was made aware of the removal of Tina Thomas-Stubbs, Jim Bailey, Glenna Tucker and Teresa Pickens Harper from the Wood County Commission on Crime, Delinquency and Correction. Jason Matthews, Mark Rhodes and Pam Brust should be added. Jane Burdette, by email, informed the Commission of these changes.

APPROVED:

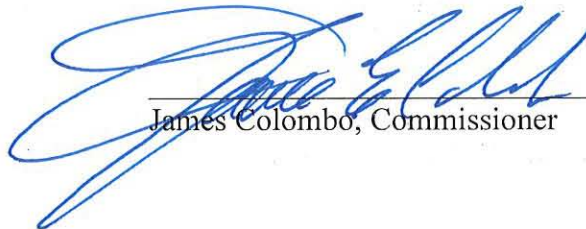
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James Colombo, Commissioner

A/1752

Mark Rhodes
WOOD County 12:49:05 PM
Instrument No 8752710
Date Recorded 05/25/2017
✓ Document Type CDD
Pages Recorded 1
Book-Page 73-203

Wood County Commission

Erroneous Assessment Application

Tax Type: **Real Estate**

Description

LOT 25X120 SIXTH ST

Tax Ticket: **20771**

Tax Year: **2016**

Upon the application of **LAKE STEVE J** whose address is **564 6TH ST PARKERSBURG, WV 26101-** aggrieved by an erroneous assessment in **PARKERSBURG District (05) Map 85 Parcel 00770000**, in the County of Wood, for the **2016** 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 **2016** 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.

BUILDING WAS NOT THERE ON JULY 1, 2015. BECAUSE IT WAS DEMOLISHED

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	
07/01/2016	BILLING	2	187.10	1.477800	2	12,660	
05/05/2017	PENDING EXONERATION	2	-164.04	1.477800	2	-11,100	
Adjusted Net Taxes			23.06	Adjusted Net Value			1,560

Map 85 Parcel 00770000

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 **May 25, 2017**

MAY 10 2017

County Administrator

RECEIVED

MAY 22 2017

County Administrator

MAY 24 2017

County Administrator

Mark Rhodes
WOOD County 01:05:47 PM
Instrument No 8752713
Date Recorded 05/25/2017
Document Type CDO
Pages Recorded 1
Book-Page 73-205

By: Teresa Murray

Application Printed On

Friday, May 5, 2017 3:38 pm