### 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 26, 2023

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

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

The County Commission, upon a motion made by David Blair Couch, seconded by James E. Colombo and made unanimous by Robert K. Tebay, approved minutes of January 9 and 12, 2023.

The County Commission, upon a motion made by David Blair Couch, seconded by James E. Colombo and made unanimous by Robert K. Tebay, approved Erroneous Assessment Applications in regard to real and personal property. Copies are attached to these minutes.

### AGENDA AND DISCUSSION ITEMS

At 9:30 A.M., the County Commission held a hearing in regard to the Estate of Cleo Fleming. Robert Fluharty, Sr., attorney for Kevin Fleming, Administrator was present. Discussion took place and this hearing is continued until January 30, 2023 at 10:00 A.M. for a ruling on how to proceed. (Probate Order) At 10:10 A.M., the County Commission met with Sarah Robinson, Compliance Officer. She discussed abandoned and dilapidated property located at 981 Borland Springs Road, Waverly, WV. After discussion, the County Commission, upon motion made by David Blair Couch, seconded by Robert K. Tebay and made unanimous by James E. Colombo, did hereby ORDER property owners Craig and Carolyn Sims to appear before the County Commission to address removal and cleanup of remains of a burnt structure, trash, debris and 3 sheds on property they own located at 981 Borland Springs Rd., Waverly, West Virginia. (Order S/6)

At 10:17 A.M., the County Commission discussed the establishment of Country Road Estates Road Maintenance Association. After discussion, the County Commission Ordered that Country Road Estates Road Maintenance Association be established. Attorney Robert Tebay prepared the Order which is attached to these minutes and shall be made a part thereof.

At 10:24 A.M., the County Commission, upon a motion made by James Colombo, seconded by Robert K. Tebay and made unanimous by David Blair Couch, appointed Andrew Daniel, Republican, to the Wood County Airport Authority. The term will expire June 30, 2027. (Order A/2695)

At 10:25 A.M., the County Commission, upon a motion made by David Blair Couch, seconded by James E. Colombo and made unanimous by Robert K. Tebay, announced that a vacancy exists on the Wood County Solid Waste Authority. Said vacancy is due to the resignation of John Badgley. Mr. Badgley's term expires June 30, 2024. (Order A/2693)

At 10:26 A.M., upon motion of David Blair Couch, seconded by James E. Colombo and made unanimous by Robert K. Tebay, County Commissioners, upon prior adjournment of the regular session, convened in EXECUTIVE SESSION upon authority granted by the West Virginia Code, Chapter 6, Article 9A, Section 4, Subsection 7, as amended. The said Robert K. Page 2 of 3 Tebay, James E. Colombo and David Blair Couch, Commissioners met with Marty Seufer, County Administrator; Pat Lefebure, Wood County Prosecuting Attorney and Joe Gonzales, Wood County Clerk. All those present proceeded to discuss the matter for which the said EXECUTIVE SESSION was had, being covered by personnel matters. The Commission having concluded said discussion, the said EXECUTIVE SESSION adjourned at 11:08 o'clock A.M. (Order A/2698)

Having no further scheduled appointments or business to attend to, the County Commission adjourned at 11:10 A.M.

### ORDERS APPROVED AND ATTACHED TO THESE MINUTES

A/2691, A/2693, A/2695, A/2696, A/2698, S/6, Probate Order

APPROVED: THE COUNTY COMMISSION OF WOOD COUNTY David Blair Couch, President

Robert K. Tebay, Commissioner

James Colombo, Commissioner

## Wood County Commission Meeting Held January 26, 2023

## Please Print

1. Robert FLUGALY
2. KEVIN L. FLEMING
3. DIANE D FLEMING
4. Maney Wilcox Flomina
5. Tracel Steed Porkersburg WU 26101 (3043 42 482-6372)
6. Sophia Kellison
7. Fred Steed
8. TERRY LUCKhart
9. Sandy Lockhart
10. Jarah Kohinson
11.
12.
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	Wood County Commiss	sion			
OUNTY WEST	Agenda				
VIBUL	January 26, 2023				
	1 Court Square Suite 203				
	Parkersburg, WV 26101				
9:30 A.M.	Estate of Cleo Fleming – Consider request to probate a will in solemn form	Bob Fluharty, Attorney			
10:10 A.M.	Discuss Abandoned/Dilapidated Property located at 981 Borland Springs Road, Waverly, WV	Sarah Robinson, Compliance Officer			
10:15 A.M.	Consider ruling on Country Roads Estates Road Maintenance Association				
	Consider appointing Andrew Daniel to the Wood County Airport Authority				
	Announce vacancy on the Wood County Solid Waste Authority				
	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

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, impropers 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

## IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA IN RE: ESTATE OF CLEO LEVI FLEMING, DECEASED <u>ORDER</u>

This day came ROBERT S FLUHARTY, SR, attorney for KEVIN L FLEMING, ADMINISTRATOR for a hearing on the estate of CLEO LEVI FLEMING, deceased.

Mr. Fluharty and his client have learned that there may be a document purported to be the Last Will and Testament of CLEO LEVI FLEMING.

Mr. Fluharty requested that if such document is presented to the Wood County Probate Court that this Will be probated in solemn form.

By Order of the County Commission this hearing was continued until January 30, 2023, at 10:00 am for a ruling on how to proceed.

APPROVED:

David Blair Couch, President Robert K Tebay, Commissioner James E. Colombo, Commissioner



### W. Va. Code § 41-5-5

Current through the 2022 regular session and all four extraordinary sessions of 2022.

Michie's  $^{\text{M}}$  West Virginia Code > Chapter 41. Wills. (Arts. 1 — 5) > Article 5. Production, Probate and Record of Wills. (§§ 41-5-1 — 41-5-20)

### § 41-5-5. Procedure for probate in solemn form.

The county court [now county commission], sitting in a regular or special session, shall hear and determine all proceedings to admit a will to probate in solemn form. Upon or at any time after the production of a will, any person may offer the will for probate in solemn form by filing in the county court [now county commission] having jurisdiction a petition duly verified by affidavit, stating when and where the testator died, his last place of residence, the nature of his estate, the relationship to decedent and place of residence of each of his heirs at law and distributees, surviving wife or husband, and each of the beneficiaries of the will. Process shall issue against and be served upon all persons interested in the probate of the will to appear at a day named, and show cause why the will should not be admitted to probate. A guardian ad litem for any person under disability shall be appointed, upon whom such process may be served, and such process shall be served upon parties resident in the State, and proceedings by order of publication or service in person without the State shall be had against all nonresidents and against all persons to the petitioner unknown, in the same manner as process is served and such proceeding had in suits in equity. At any time after the petition is filed and before final order is made admitting or refusing to admit the will to probate any person desiring to contest the will may appear and file a notice of contest in the proceeding, stating concisely the grounds of such contest. Thereupon, process shall issue on such notice and be served upon any person whose interest will be adversely affected by a refusal to admit the will to probate to appear and defend his interest. Any person sui juris may waive service of process upon the petition or notice, and the guardian ad litem of any

person under disability may waive service of any such process, upon such person and upon himself. Process upon the petition or notice shall be served at least ten days before the return day thereof. Any petition or notice of contest hereunder may be filed in the office of, process be issued, served and returned, and a guardian ad litem appointed by, the clerk of the court in the vacation of the court, and the proceeding may be matured and set down for hearing.

### History

Code 1849, c. 122, §§ 28, 29, 30; Code 1860, c. 122, §§ 28, 29, 30; Code 1868, c. 77, §§ 23, 24; c. 118, § 7; 1882, c. 84, § 26; 1883, c. 55, § 26; Code 1923, c. 77, § 26.

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**End of Document** 

### 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 \$80,125.00 WHICH REPRESENTS REIMBURSEMENT IN REGARD TO THE WV DIVISION OF CRIMINAL JUSTICE SERVICES COMMUNITY CORRECTIONS GRANT 23-CC-29.

### 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 eighty thousand one hundred twenty-five dollars and zero cents (\$80,125.00) which represents reimbursement to Wood County for expenses incurred during the months of January through March, 2023, in regard to the West Virginia Division of Criminal Justice Services Community Corrections Grant Number 23-CC-29.

Documentation pertaining to the WVDCJS 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, Commissione James E. Colombo, Commissioner

### IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

# IN RE: THE COUNTY COMMISSION ANNOUNCED THAT A VACANCY EXISTS ON THE WOOD COUNTY SOLID WASTE AUTHORITY.

### $\underline{O} \underline{R} \underline{D} \underline{E} \underline{R}$

On this date, the County Commission of Wood County, upon a motion made by David Blair Couch, seconded by James E. Colombo and made unanimous by Robert K. Tebay, announced that a vacancy exists on the Wood County Solid Waste Authority. Said vacancy is due to the resignation of John Badgley. Mr. Badgley's term expires June 30, 2024.

### APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

David Blair Couch, President Robert K. Tebay, Commissioner James E. Colombo, Commissioner

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## IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

## IN RE: THE COUNTY COMMISSION APPOINTED ANDREW DANIEL TO THE WOOD COUNTY AIRPORT AUTHORITY.

### $\underline{O} \underline{R} \underline{D} \underline{E} \underline{R}$

On this date, the County Commission of Wood County, upon a motion made by James Colombo, seconded by Robert K. Tebay and made unanimous by David Blair Couch, appointed Andrew Daniel, Republican, to the Wood County Airport Authority.

The term will expire June 30, 2027.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

David Blair Couch, President

Robert K. Tebay, Commissioner

James F. Colombo, Commissioner

### IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

### IN RE: THE COUNTY COMMISSION REAPPOINTED PATSY HARDY TO THE PARKERSBURG/WOOD COUNTY CONVENTION AND VISITORS BUREAU.

### $\underline{O} \underline{R} \underline{D} \underline{E} \underline{R}$

On this date, the County Commission of Wood County, upon a motion made by James E. Colombo, seconded by Robert K. Tebay and made unanimous by David Blair Couch, reappointed Patsy Hardy to the Parkersburg/Wood County Convention and Visitors Bureau.

Ms. Hardy's term will expire December 31, 2023.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

David Blair Couch, President

Robert K. Tebay, Commissioner

James E. Colombo, Commissioner



### **EXECUTIVE SESSION OF THE WOOD COUNTY COMMISSION**

This 26th day of January, 2023, at 10:26 o'clock A.M., in Room 203, of the Wood County Courthouse, Parkersburg, West Virginia, upon motion of David Blair Couch, seconded by James E. Colombo and made unanimous by Robert K. Tebay, County Commissioners, upon prior adjournment of the regular session, convened in EXECUTIVE SESSION upon authority granted by the West Virginia Code, Chapter 6, Article 9A, Section 4, Subsection 7, as amended:

WHEREUPON, the said Robert K. Tebay, James E. Colombo and David Blair Couch, Commissioners met with Marty Seufer, County Administrator; Pat Lefebure, Wood County Prosecuting Attorney and Joe Gonzales, Wood County Clerk.

All those present proceeded to discuss the matter for which the said EXECUTIVE SESSION was had, being covered by personnel matters.

The Commission having concluded said discussion, the said EXECUTIVE SESSION adjourned at 11:08 o'clock A.M.

### APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

David Blair Couch, President

Robert K. Tebay, Commissioner

James E. Colombo, Commissioner

### IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA IN RE: THE COUNTY COMMISSION DID HEREBY ORDER THE PROPERTY OWNERS CRAIG AND CAROLYN SIMS TO APPEAR BEFORE THE COMMISSION.

### <u>O R D E R</u>

On this date, the County Commission of Wood County, upon motion made by David Blair Couch, seconded by Robert K. Tebay and made unanimous by James E. Colombo, did hereby ORDER property owners Craig and Carolyn Sims to appear before the County Commission to address removal and cleanup of remains of a burnt structure, trash, debris and 3 sheds on property they own located at 981 Borland Springs Rd., Waverly, West Virginia.

Documentation pertaining to the aforementioned properties is on file in the Wood County Compliance Office.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

David Blair Couch, President

James E. Colombo, Commissioner

Robert K. Tebay, Commissioner

Toe Gonzales, Clerk Toe Gonzales, Clerk Instrument 88300263 01/26/2023 @ 04:06:02 PA COUNTY COMMISSION ORDER Book 77 @ Page 98 Pages Recorded 1

S/6

### IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

### IN RE: PETITION FOR THE ESTABLISHMENT OF COUNTRY ROAD ESTATES ROAD MAINTENANCE ASSOCIATION

### ORDER ESTABLISHING COUNTRY ROAD ESTATES ROAD MAINTENANCE ASSOCIATION

This <u>J6</u> day of <u>Jnuar</u>, 2023 came the Petitioners upon a Petition to establish a road maintenance association for COUNTRY ROAD ESTATES located in Union District, Wood County, West Virginia and after due notice and hearing as required under the provisions of West Virginia Code 7-12A-1 et. seq., the Commission hereby FINDS:

- 1. That the Petition was filed in good faith by at least 60% of the abutting landowners of Mountain View Lane, within the subdivision.
- 2. That the signatures on the Petition are genuine.
- 3. That the proposed association document addresses the maintenance association purpose, to wit:

"The purpose of this association is to protect the health, safety and welfare of persons and the general public located within the designated maintenance association area. The maintenance association shall be created with the objective of establishing and maintaining improvements for the area designated in this petition which primarily pertains to constructing and maintaining shared streets, drainage facilities, and other improvements necessary for the protection of health, safety and welfare of the abutting landowners thereof and the general public."

4. That the maintenance association will result in special benefits to all landowners abutting the streets within Country Road Estates by providing needed maintenance and upkeep shared by all abutting landowners and users thereof.

Therefore feeling it proper so to do, it is hereby **ORDERED**:

- 1. That the Country Road Estates Road Maintenance Association be hereby established under the provisions of West Virginia Code 7-12A-1 et. seq., and
- 2. That said Association shall be governed by the following provisions, as set forth in their Petition, to wit:
  - a. Membership: All landowners abutting the streets within Country Road Estates for access to their respective property to Spider Ridge Road are required to be members under the statute. Provided however that all landowners otherwise using the streets within Country Road Estates, for access are eligible to become members. Upon becoming members, the rights and duties of membership shall run with the land.

- b. Conduct of business: Upon approval of this Petition the members of the association shall by the majority vote of those members present at the organizational meeting of the association, duly elect a President, Treasurer and Secretary who shall be charged with the day to day management of the Association. These officers shall serve until replaced at an election to be held at each annual meeting. Provided however, that no action for the assessment of fees or expenditure of over \$1,000.00 shall be permitted without the majority vote of the members present at a meeting called for that purpose. All special meetings shall be scheduled at a designated place and time set by the President. All annual meetings shall be held in the month of April, at a place and time set by the President.
  - c. Voting Rights: All votes shall be recorded by the Secretary as one (1) vote per landowner.
  - d. Fee structure: All fees shall be assessed on members on their respective property having access via Mountain View Lane. An initial investment to establish the road maintenance association and repair/replace the failing roadway will be \$150,000.00,with the first portion being \$10,000.00 per landowner for Phase 1 due upon RMA establishment, and the balance for Phase 2 due upon a 60% majority vote, minus fees already collected annually, then divided equally by landowners at that time. Then, beginning in April of the year after the association's establishment, an annual fee, to be set at \$1,000.00 per landowner. Provided however, any new fee or fee increase assessed under this section shall not be collectable unless notice of the proposed fee or increase is sent by certified mail to each landowner owning property listed in the maintenance association document. If thirty percent of the members, by signed petition, protest the assessment to the association within fifteen days of the mailing, the fee shall not become effective until it is ratified by sixty percent of the members.
- e. Substantial Maintenance Expenditures: All expenditures over \$5,000.00 for road maintenance shall be predicated upon the acquisition of two bona fide estimates from qualified contractors by the officers, which estimates shall be provided to each member at least 10 days prior to any meeting considering the approval of such expenditure. Approved substantial Maintenance Expenditures may also require a fee adjustment to reasonably cover the expenditure with notice set forth in section d, above.
- f. Collection: The association shall have the authority to bill members for fees and assessments duly passed by the association. Upon non-payment of such fee or assessment for greater than 60 days, the officers of the association may institute suits for the collection of such fees, attorney's fees, court costs, and accrued interest incurred by the association while awaiting payment. Additionally, fees and assessments owed by a landowner, do not pass on to new landowners should a sale of property take place.
- g. Effect of assessments and Lien: All fees assessed under this section are declared to be debts owing to the maintenance association for which the debtor shall be personally liable. The maintenance association, or an individual designated to act for it, may enforce this liability by appropriate civil action in a court of competent jurisdiction. After being reduced to judgement and filed with the clerk of the county commission, such liability shall be a lien on property owned by the maintenance association member and designated in the maintenance association document.

- h. In addition to an annual assessment as stated above, there shall be a construction assessment for any construction or repair that will require the traverse of streets of the association by heavy vehicles, such as cement mixers, material trucks, etc. in excess of twice per month of \$\_\_\_\_\_ per trip by such vehicles.
- 3. That any new fee, beyond that established herein, to become collectible, must comply with the provisions of West Virginia Code 7-12A-6.
- 4. The County Clerk is hereby **ORDERED** that this Order be recorded in the Deed Books of Wood County, indexed in the names of all abutting landowners within Country Road Estates as shown on the tax maps of Union District, Wood County, West Virginia.

ENTERED the day of JANUARY , 202.3.

Commissioner Commissioner

Commissioner

Prepared by:

Robert K. Tebay, III, LC State Bar No. 3717 Counsel for Petitioners



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### WOOD COUNTY COMMISSION

### **ERRONEOUS ASSESSMENT APPLICATION**

Tax Type: <b>Real</b>
Tax Ticket: 24712 🗸
Tax Year: 2021
 -

Upon the application of RAUCH AUTOMOTIVE GROUP LLC whose address is 1826 GARFIELD AVE PARKERSBURG, WV 26101-3219 aggrieved by an erroneous assessment in 05 PARKERSBURG 127 0103 0000 0000, in the County of Wood, for the 2021 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 **2021** 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 affected tax year, the Sheriff shall allow a credit on future taxes payable.

### Property purchased 6/20/20 should be class 2.

1

All of which is o	ordered to be certified to the	Auditor of the State of V	West Virginia and the Sheriff	f of Wood County
	Assessment Table	Class Change	Tax Value Table	
	essed Reduction New 2720 0 72720	Class 4 changed to 2	Tax Full YearReduction2158.561079.28	<u>New</u> 79.28
Euch Will	R	Z	No	werthe
Taxpayer		Prosecutor		Assessor
58-8713 Marine		los Kul		Th
Commissioner	Coù	nty Commission Pres	sident	Commissioner
At a regular session of the Count did approve this exoneration on	y Commission of Wood Co	unty, West Virginia, held ムマタ, コンシス	at the Courthouse of said C	ounty, The County Commission
September 28, 2022 - CM RECEIVED JAN 1.1 2023 County Commissio	JAN S	EIVED 2 5 2023 Commission	Brandon 2103 Gill Rorkersh	WWW. Recorded County Dec Gonzales, Clerk DU/28,2023 (04:08:27 PM Book P (Page 99) Clerk WWW. Recorded 99 Charles WWW. WWW. Clerk

### WOOD COUNTY COMMISSION

### ERRONEOUS ASSESSMENT APPLICATION

Tax Type: Personal Tax Ticket: 500000448 ~ Tax Year: 2022 ~

Upon the application of **KIBBEE BEVERLY** A whose address is **1414 LAUCKPORT LN PARKERSBURG, WV 26101-5553** aggrieved by an erroneous assessment in **1414 LAUCKPORT LN PARKERSBURG, WV 26101-5553**, in the County of Wood, for the **2022** 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 **2022** 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 affected tax year, the Sheriff shall allow a credit on future taxes payable.

### Form sent on time, lost by our office ,found and removed fee

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

A	ssessment Table	Tax Value Table	
Class Or 1 2 4	iginal Reduction New 0 0 0 0 0 0 8998 507 8491	Class Original Reduction   1 .00 .00   2 .00 .00   4 266.14 .15.96	New .00 .00 250.18
Daviel Moke	e m	AND	Dane Moke
Commissioner	Prosec Que County Commis	May 2	) Assessor
At a regular session of the County Commission		ginia, held at the Courthouse	
October 3, 2022 - CM RECEIVED JAN 1 1 2023 County Commission	RECEIVED JAN 2 5 2023 County Commiss		Wood County Joe Gonzales, Clerk Instrument 88300265 01/26/2023 @ 04:11:01 COUNTY COMMISSION ORDE Book 77 @ Page 100 Pages Recorded 1