

KANAWHA COUNTY COMMISSION

AGENDA

January 8, 2015

5:00 P.M. CALL TO ORDER

Pledge of Allegiance
Commissioner Kent Carper

Moment of Silence and Recognition

MINUTES

Approval of the Minutes of the Regular Commission Meeting of
December 16, 2014

RESOLUTION/PROCLAMATION

Resolution Honoring Capital High School Football Team, State
Champions

Resolution Honoring Pat Fisher

Resolution Honoring Richard Milam

Resolution Supporting the Fire Levy for the February 8 Special
Election

NEW EMPLOYEES

County Clerk

Marliese Sigman, Deputy Clerk, Recording Department, Kanawha
County Clerk's office, temporary employee, \$15.00 per hour,
effective December 1, 2014

The Honorable Vera J. McCormick

CHANGE OF EMPLOYMENT STATUS

County Clerk

Patricia Fisher, Deputy Clerk, Voters Registration, Kanawha County Clerk's office, from full-time to part-time/temporary employee, \$20.00 per hour, effective January 5, 2015

The Honorable Vera J. McCormick

AGENDA ITEMS

5:00 P.M.

Discussion regarding General and Special Meetings of 2015 and Organization of the Commission to include, but not be limited to, the selection of Commission President, President Pro tempore, and approval of Board Appointments for the Commissioners

Commissioner Kent Carper
Commissioner Henry C. Shores
Commissioner Dave Hardy
Jennifer Sayre, County Manager
Marc Slotnick, County Attorney

Discussion regarding United States of America V. The State of West Virginia and Natalie E. Tennant, Secretary of State and authorization by the Board of Canvassers to count four (4) UOCAVA ballots pursuant to said order

Commissioner Kent Carper
Commissioner Henry C. Shores
Commissioner Dave Hardy
The Honorable Vera McCormick, County Clerk
Jennifer Sayre, County Manager
Andrew Gunnoe, Deputy County Manager

Discussion regarding Metro 911 Legislative Agenda

Commissioner Kent Carper
Commissioner Henry C. Shores
Commissioner Dave Hardy
Carrie Hill, Legislative Liaison/Grant Coordinator

Discussion and update regarding 2015 Legislative Agenda

Commissioner Kent Carper
Commissioner Henry C. Shores
Commissioner Dave Hardy
Carrie Hill, Legislative Liaison/Grant Coordinator

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Discussion regarding authorizing the State Property Tax Department to continue to work with mineral values for 2014 tax year until Commission Sine Die on February 19, 2015

Commissioner Kent Carper

Discussion regarding fiscal year 2015-2016 Budget including deadlines.

Commissioner Kent Carper
 Commissioner Henry C. Shores
 Commissioner Dave Hardy
 Kim Fleck, Director of Finance

Kanawha County Commission meetings through April, 2015

Commissioner Kent Carper
 Commissioner Henry C. Shores
 Commissioner Dave Hardy

DATE	TIME
Thursday, January 22, 2015	5:00 p.m.Δ
Thursday, January 29, 2015	5:00 p.m.≈
Tuesday, February 3, 2015	12:00 p.m.◆
Thursday, February 5, 2015	5:00 p.m.≈
Tuesday, February 10, 2015	12:00 p.m.≈
Thursday February 12, 2015	5:00 p.m.*≈
Tuesday, February 17, 2015	12:00 p.m.≈
Thursday, February 19, 2015	5:00 p.m.◆
Tuesday, February 24, 2015	12:00 p.m.≈
Thursday, February 26, 2015	5:00 p.m.≈
Thursday, March 5, 2015	5:00 p.m.Δ
Thursday, March 19, 2015	5:00 p.m.Δ
Thursday, April 9, 2015	5:00 p.m.Δ
Tuesday, April 21, 2015	5:00 p.m.Δ

- Δ Regularly Scheduled Commission Meeting
- ≈ Board of Review and Equalization Meeting
- ◆ Board of Review and Equalization Meeting and Commission Meeting
- * Mineral meeting

PUBLIC HEARING

PUBLIC COMMENT

COUNTY MANAGER'S REPORT

DIRECTOR OF FINANCE'S REPORT

COUNTY ATTORNEY'S REPORT

STAFF REPORTS

NEW BUSINESS

FIDUCIARY

Objections and Exceptions

Order Admitting Estate to Probate (Estate of Carolyn Sue Seitz)

Order Admitting Will to Probate (Estate of Richard B. Hale aka Richard Barry Hale)

Order Declaring Re-Opened Estate Closed (Estate of William Whitlock Mathewson)

Order Declaring Re-Opened Estate Closed (Estate of Kalliope A. Stanley)

Order Referring to a Fiduciary Commissioner (Estate of Janet B. Kennedy)

PURCHASE ORDERS

Order Confirming and Approving Purchase Orders in Excess of \$4,999.99 to be issued by the Kanawha County Commission Purchasing Department:

Vendor	Department	Amount	Comments/Description
Rigney Digital Systems LTD Co.	Maintenance Annex	\$8,404.17	Revised PO – judicial building HVAC repairs – increase PO 1/8/15 due to clerical error
Rodney Loftis & Son	Kanawha Co. Commission	\$11,390.00	Slack Street recycling Center cleanup 11/21, 11/24, 11/25, 12/5, 12/8, 12/9, 12/10 & 12/11
Election Systems & Software Inc.	Kanawha Co. Commission	\$28,134.94	Usage agreement and support FY 2014-15 third and fourth quarters @ \$14,067.47 per quarter
Kanawha Valley Fellowship Home	Kanawha Co. Commission	\$50,000.00	Contribution for T Center

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Accident Photo Fund	Kanawha Co. Commission	\$30,000.00	Transfer of funds for the purpose of assisting with the costs for the KCEAA VHF radios
Accident Photo Fund	Kanawha Co. Commission	\$20,000.00	Transfer of funds for the purpose of assisting with the costs for the volunteer Fire departments VHF radios
CIMCO, Inc.	Maintenance	\$6,114.47	Labor and materials to diagnose and replace condensate pump on stream unit located in the courthouse
US Postal Service	Microfilm	\$6,000.00	Postage for Assessor's mailing for permit #2701
Board of Education, County of Kanawha	County Clerk - Election	\$23,983.03	Custodial services for General Election 11/4/14
Brown, Edwards, and Company L.L.P.	Kanawha Co. Planning & Community Dev.	\$5,916.25	Maintenance of RDA Financial records for FY 2014 and preparation of financial statements for annual audit
Finley Fire Equipment Company, Inc.	Cedar Grove Volunteer Dept.	\$9,616.00	Four sets of bunker gear for Cedar Grove VFD per Public Safety Grant Letter of Intent

Order Confirming and Approving Purchase Orders in Excess of \$4,999.99 to be issued by the Kanawha County Commission Purchasing Department (*contingent upon the approval and posting of a pending fiscal year 2014-2015 journal voucher entry*):

Vendor	Amount	Comments/Description
United Bank P-Card	\$16,000.00	Legal services rendered from Lewis, Glasser, Casey & Rollins for assistance with delinquent tax accounts for the Kanawha County Sheriff's Tax Office
Frontier Communications of America, Inc.	\$177,244.80	Mitel Phone System for the Courthouse Building, Voters Registration and the W. Kent Carper Justice & Public Safety Complex; 50% Down Payment (\$159,520.32 and Four Monthly Lease Payments at 0% Interest (\$4,431.12 Each); Line Item #090-401.00-4-50.01

ORDERS

Order Confirming and Approving Cash Disbursements to be made by the Clerk of the Kanawha County Commission for the General Fund (*documentation available for inspection at the County Clerk's Office as well as the Kanawha County Commission meeting of January 8, 2015*)

The Honorable Vera J. McCormick, County Clerk

Order Confirming and Approving Cash Disbursements to be made by the Clerk of the Kanawha County Commission for Special Funds (*documentation available for inspection at the County Clerk's Office as well as the Kanawha County Commission meeting of January 8, 2015*)

The Honorable Vera J. McCormick, County Clerk

New Employee: Marliese Sigman, Deputy Clerk, Recording Department, Kanawha County Clerk's office, temporary employee, \$15.00 per hour, effective December 1, 2014

Change of Status: Patricia Fisher, Deputy Clerk, Voters Registration, Kanawha County Clerk's office, from full-time to part-time/temporary employee, \$20.00 per hour, effective January 5, 2015

Approval of the Erroneous Assessments Submitted by the Kanawha County Assessor (decrease \$28,394.12)

Marc Slotnick, County Attorney

Organization of the Commission

Commissioner Kent Carper

Commissioner Henry C. Shores

Commissioner Dave Hardy

Jennifer Sayre, County Manager

Notice of General and Special Meetings of the County Commission of Kanawha County

Marc Slotnick, County Attorney

Approval for Correction of Erroneous Assessments Personal Property Cancelled Tickets

Marc Slotnick, County Attorney

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Recertification of Board of Canvassers' Votes Cast for Candidates at General Election of November 4, 2014

Order Authorizing the President of the County Commission to sign "Letter of Credit Payment Request – Federal Emergency Management Agency Hazard Grant Program WV-DR4093-WV-0004. Request payment to Pay invoice from Account 009-442.60-500-2-30.00 (FEMA NOI Contr. Services), in the Amount of \$517,300.00 to Price Law Office, PLLC for the purpose, of Attorney Fees and the purchase of two flood properties

Order Authorizing the Clerk of the County Commission to issue a check from the FEMA Hazard Mitigation Grant Program DR-4093-WV-003 from Account 009-442.60-500-2-30.00 (FEMA NOI Contr. Services), in the Amount of \$517,300.00 to Price Law Office PLLC, for the purpose of purchasing four flood properties in Kanawha County and to cover the cost of attorney fees associated with the four title opinions and four closings

Order Authorizing the President of the County Commission to sign "Letter of Credit Payment Request – Federal Emergency Management Agency Hazard Grant Program WV-DR4093-WV-0003. Request payment to pay invoice from Account 009-442.60-500-2-30.00 (FEMA NOI Contr. Services), in the Amount of \$382,300.00 to Price Law Office, PLLC for the purpose, of Attorney Fees and the purchase of two flood properties

Order Authorizing the Clerk of the County Commission to issue a check from the FEMA Hazard Mitigation Grant Program DR-4093-WV-003 from Account 009-442.60-500-2-30.00 (FEMA NOI Contr. Services), in the Amount of \$382,300.00 to Price Law Office PLLC, for the purpose of purchasing four flood properties in Kanawha County and to cover the cost of attorney fees associated with the five title opinions and five closings

Order adopting and approving the Kanawha County Travel Policy, effective date of January 15, 2015

Order Authorizing the Sheriff of the County of Kanawha to transfer all remaining receipts received through December 31, 2014, from the Special Revenue FUND #004 (GENERAL SCHOOL FUND) to the General Fund #001-394-0-00.00

Kim Fleck, Director of Finance

Order Increasing Employer Health Insurance Premiums for Metro 911 and Re-Appraisal to reflect Approximate COBRA Rates as Budgeted for the Fiscal Period 2015-16

Kim Fleck, Director of Finance

Order Increasing the Employer Share of Health Insurance Premiums for County Employees to reflect Approximate COBRA Rates as Budgeted for the Fiscal Period 2015-16

Kim Fleck, Director of Finance

The Revision of the Levy Estimate (Budget) for the County of Kanawha – F.Y. 2014-2015 General Fund Budget Revision #9

Kim Fleck, Director of Finance

Order authorizing the President to sign a Temporary Transmission Easement for Appalachian Power-Brook Street Station to Washington Street Station

1. Fiscal Year 2014-2015 General Fund Budget Revision #9

REVENUE:

001-323-0-27.00	State Grant - Records Management & Preservation	3,371
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EXPENDITURE:

001-403.00-2-12.00	Circuit Clk - Printing	3,371
001-401.00-2-30.00	Co Comm - Contracted Services	(31,500)
001-405.00-2-22.00	Pros Atty - Dues & Subscriptions	31,500

2. Fiscal Year 2014-2015 General Fund Lien Item Revision

EXPENDITURES:

001-405.00-2-11.00	Pros Atty - Phone	(1,000)
001-405.00-2-17.00	Pros Atty - M & R Auto	(600)
001-405.00-3-43.00	Pros Atty - Gas, Oil and Tires	(1,200)
001-405.00-2-22.00	Pros Atty - Dues & Subscriptions	2,800
001-716.00-2-13.00	Humane - Utilites	(16,050)
001-716.00-3-41.00	Humane - Supplies & Materials	1,050
001-716.00-3-44.00	Humane - Food & Drugs	15,000
001-801.01-2-23.00	Mental Hygiene - Professional Services	(102)
001-801.01-2-30.00	Mental Hygiene - Contracted Services	(510)
001-801.01-2-12.00	Mental Hygiene - Printing	612

3. Fiscal Year 2014-2015 Capital Fund Balance Item Revision

REVUNES:

090-299-0-00.00	CAPITAL EQUIP - ASSIGNED FUND BALANCE	127,245
090-388-0-00.00	CAPITAL EQUIP - TRANSFERS FROM OTHER FUNDS	
		50,000

EXPENDITURES:

090-401.00-4-51.00	CAPITAL EQUIP - COUNTY COMMISSION CAPITAL	177,245
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CHECK REGISTERS/SUPPLEMENTALS (Order Confirming and Approving Disbursements to be made by the Clerk of the County Commission of Kanawha County)

Rigney Digital Systems LTD Co., \$8,408.17 for judicial building HVAC repairs

Kanawha Valley Fellowship Home, \$50,000.00, contribution for T Center

Accident Photo Fund, \$30,000.00, transfer of funds for the purpose of assisting with the costs for the KCEAA VHF radios

Accident Photo Fund, \$20,000.00, transfer of funds for the purpose of assisting with the costs for the volunteer fire departments VHF radios

US Postal Service, \$6,000.00, postage for Assessor's mailing for permit #2701

Ratification for Documents processed at the December 16, 2014, Commission Meeting:

Order appointing David Armstrong to the Solid Waste Authority Board, replacing Kasey Russell (term to expire July 1, 2018)

Order authorizing the clerk of the County Commission to issue a check from the Coal Severance Fund, #002-439.00-5-68.00, in the

amount of Nine Thousand Dollars (\$9,000.00) to the Upper Kanawha Valley Enterprise Community representing a contribution to assist with operations through December 31, 2014

Change in Courthouse Hours, Effective January 1, 2015

Emergency checks: United Bank (p-card payment) in the amount of \$2,571.70 and United Bank (p-card payment) in the amount of \$1,357.98

Ratification of order processed off the bench on December 23, 2015

Change of Status: Matthew J. Cleer, from Drug Court Case Manager to Domestic Violence Day Day Report Officer, Kanawha County Day Report Center, full-time employee, \$31,000.00 per year, replacing Justin E. Farris, effective January 1, 2015