

# **KANAWHA COUNTY COMMISSION**

## ***AGENDA***

### **March 5, 2015**

**5:00 P.M. CALL TO ORDER**

Pledge of Allegiance  
Commission President Kent Carper

Moment of Silence and Recognition

**MINUTES**

Approval of the Minutes of the Regular Commission Meeting of February 19, 2015

Approval of the Minutes of the Board of Review & Equalization meeting of February 19, 2015

**RESOLUTION/PROCLAMATION**

Resolution Honoring Lawrence Pierce

**NEW EMPLOYEES**

**CHANGE OF EMPLOYMENT STATUS**

**AGENDA ITEMS**

**5:00 P.M.**

Update regarding HEAT Task Force  
Commission President Kent Carper  
Terry Sayre, HEAT Committee Chairman

**Discussion regarding independent audit for County records by Gibbons & Kawash, CPAs for the fiscal period ended June 30, 2014**

**Commission President Kent Carper  
Commissioner Henry C. Shores  
Commissioner Dave Hardy  
Jennifer Sayre, County Manager  
Kim Fleck, Director of Finance  
Rob Adams, CPA, Gibbons & Kawash**

**Further discussion regarding the Fiscal Year 2015-2016 Budget, to include budget presentations from:**

- **Kanawha-Charleston Humane Association – Chelsey Staley, Executive Director**
- **Kanawha County Parks and Recreation – Jeff Hutchinson, Director; Sara Menefee, Finance Manager; Major General Allen Tackett (Ret.), Board President; and Pat Donahoe, Board Member**

**Commission President Kent Carper  
Commissioner Henry C. Shores  
Commissioner Dave Hardy  
Kim Fleck, Director of Finance  
Jennifer Sayre, County Manager**

**Discussion regarding the FY 2016 Juvenile Justice Delinquency Program grant application with a deadline of April 1, 2015**

**Commission President Kent Carper  
Carrie Hill, Legislative Liaison/Grant Coordinator  
Rebecca Boardman, Presteria**

**Discussion regarding the FY 2016 Court Security grant application with a deadline of April 1, 2015**

**Commission President Kent Carper  
Carrie Hill, Legislative Liaison/Grant Coordinator  
The Honorable John Rutherford, Sheriff**

**Discussion and update regarding 2015 Legislative Agenda**

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

Discussion regarding Kanawha Valley Regional Transportation Authority (KRT) System Analysis, Public Hearings (March 4th at Belle Community Center and March 5th at Charleston Civic Center), fare study and riderships

Commission President Kent Carper

Discussion and update regarding Slack Street Recycling Center

Commission President Kent Carper

Commissioner Henry C. Shores

Commissioner Dave Hardy

Dave Armstrong, Economic Development Specialist

Discussion regarding request from Institute Volunteer Fire Department for funding in the amount of \$6,163 from the Fire Service Supplemental Appropriation Fund for repairs to a damaged pump

Commission President Kent Carper

C.W. Sigman, Deputy Emergency Manager/Fire Coordinator

Discussion regarding proposal to contract with Bill Chambers, CPA to conduct a review of the County's current Health Insurance Plan with Highmark Blue Cross Blue Shield, including a review of the plan, future health plan costs and a comparison to PEIA to include but not be limited to:

- Monthly Cost to Employees
- Monthly Cost to the Employer (County)
- Comparison of Deductibles
- Comparison of Co-Pays
- Comparison of Coverage

Commission President Kent Carper

Commissioner Henry C. Shores

Commissioner Dave Hardy

Kanawha County Commission meetings through April, 2015

Commission President Kent Carper

Commissioner Henry C. Shores

Commissioner Dave Hardy

DATE	TIME
Thursday, March 19, 2015	5:00 p.m.
Thursday, April 9, 2015	5:00 p.m.
Tuesday, April 21, 2015	5:00 p.m.

**AGENDA SETTING**

**PUBLIC HEARING**

**PUBLIC COMMENT**

**COUNTY MANAGER'S REPORT**

Out of State Travel Requests – Steve Neddo and Colt Sandoro, American Planning Association Conference, Seattle, Washington, April 18-21

Out of State Travel Requests – Dale Petry and Dave Armstrong, International Airport Emergency Preparedness Conference, Houston, Texas, June 21-24

Equipment package for Town of Handley police interceptor

**DEPUTY COUNTY MANAGER'S REPORT**

**DIRECTOR OF FINANCE'S REPORT**

**COUNTY ATTORNEY'S REPORT**

**STAFF REPORTS**

**NEW BUSINESS**

**FIDUCIARY**

Objections and Exceptions

Order Declaring Re-Opened Estate Closed (Estate of Wilbur Edwin Cox, II)

Order Declaring Re-Opened Estate Closed (Estate of Opie L. Huffman)

Order Declaring Re-Opened Estate Closed (Estate of Helen Irene Lanham)

Order Declaring Re-Opened Estate Closed (Estate of Curtis Willard Sutphin)

## PURCHASE ORDERS

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

<b>Vendor</b>	<b>Department</b>	<b>Amount</b>	<b>Comments/Description</b>
B.I. Inc.	Home Confinement	\$18,000.00	Home confinement monitoring services, M&R Equipment
Kanawha-Charleston Humane Association	Kanawha Charleston Humane Association	\$41,756.39	Reimbursement for November and December utilities \$6,164.91; reimbursement for food and drug expenses \$7,506.40; and reimbursement for payroll expenses for November and December 2014 and January 2015 \$28,085.08
Dell Marketing LP c/o Dell USA LP	Kanawha Co. Commission Data Processing	\$8,671.24	Four (4) Dell extended service contracts @ \$2,167.81 per quote #1019054880512
Pomeroy IT Solutions	Assessor's office	\$14,931.84	Twelve (12) Dell Optiplex 9020 small form factor PC's @ \$971.10 ea; twelve (12) Dell Ultrasharp 24 monitors U2412M per quote #9114460
West Virginia State University	WV State University	\$72,000.00	Contribution for start-up of new program English as a second language per letter of intent dated 8/28/14
Saint Francis Hospital Industrial	Kanawha Co. Commission	\$12,750.00	One hundred two (102) mammograms – Wellness Program
SHI Corp	Sheriff's Law Enforcement Div.	\$10,453.54	Computer hardware & software for the Kanawha County Sheriffs office New World project per quote #9229753
Stephens Auto Center	Town of Handley	\$28,420.00	One (1) 2015 Ford Police utility vehicle, mid-size, four-door, all wheel drive (\$25,518) with option 67H police interceptor 25 – ready for the road package \$2,902) black exterior and interior per WV State Contract #PC-12

## **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 March 5, 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 March 5, 2015*)**

**The Honorable Vera J. McCormick, County Clerk**

**Applications for Apportionment of Personal Property Taxes Pursuant to Final Divorce Orders in Accordance with Chapter 11, Article 5, Section 14, of the Code of West Virginia**

**Marc Slotnick, County Attorney**

**Approval of the Erroneous Assessments submitted by the Kanawha County Assessor (decrease \$2,885.52)**

**Marc Slotnick, County Attorney**

**New Employee: Augusta Arthur, Kanawha County Commission office, Seasonal Employee, \$12.00 per hour, effective March 30, 2015**

**New Employee: Brooke Hirst, Kanawha County Commission office, Seasonal Employee, \$12.00 per hour, effective March 23, 2015**

**New Employee: Joshua Gainer, Kanawha County Commission office, Seasonal Employee, \$12.00 per hour, effective March 21, 2015**

**New Employee: Skyler Workman, Kanawha County Commission office, Seasonal Employee, \$12.00 per hour, effective March 20 2015**

**Order Requiring All Grants Applied for need to be approved by the Kanawha County Commission, Executed by the President of the Kanawha County Commission, and be Vetted by the Grant Coordinator**

**Order authorizing the President of the Kanawha County Commission to sign a WV Division of Justice and Community Services Community Corrections Grant Application  
Carrie Hill, Legislative Liaison, Grant Coordinator**

**Order Authorizing the President of the Kanawha County Commission to sign a Grant Agreement between the Kanawha County Commission and the West Virginia Department of Military Affairs and Public Safety for the EMPG Grant  
Carrie Hill, Legislative Liaison, Grant Coordinator**

**Order Authorizing the President of the Kanawha County Commission to sign the Upper Kanawha Valley Economic Center, 200 Upper Kanawha Valley Way, Cabin Creek, West Virginia 25035 Auction Marketing Agreement**

**The Revision of the Levy Estimate (Budget) for the County of Kanawha – F.Y. 2014-2015 General Fund Budget Revision #11  
Kim Fleck, Director of Finance**

**1. Fiscal Year 2014-2015 General Fund Line Item Revision**

**EXPENDITURES:**

001-711.00-2-16.00	Emer Services - M & R Equipment	(5,000)
001-711.00-2-23.00	Emer Services – Professional Srvcs	5,000
001-405.00-2-16.00	Pros Atty - M & R Equipment	(5,000)
001-405.00-3-41.01	Pros Attoy – Equipment Nondepreciable	(5,000)
001-405.00-1-09.00	Pros Atty – Temporary Salaries	10,000

**2. Fiscal Year 2014-2015 General Fund Budget Revision #11**

**REVENUE:**

001-323-0-27.00	State Grant - Records Management & Preservation	1,594
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**EXPENDITURE:**

001-403.00-3-41.00	Circuit Clk - Supplies	1,594
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**Ratification of Documents approved/processed at the February 19, 2015, Commission Meeting:**

Purchase Order (contingent upon the approval and posting of a pending fiscal year 2014-2015 budget revision): Galls, LLC, in the amount of \$64,861.92, for tactical ballistic vests and helmets for the Kanawha County Sheriff's office per WV Department of Corrections contract #COR61602

Purchase Order (contingent upon the approval and posting of a pending fiscal year 2014-2015 budget revision): Advantage Technology in the amount of \$71,067.00 for computer hardware and software for the Kanawha County Sheriff's New World System per bids received 2/2/14 Line Item #001-700-3-41.02

Purchase Order: Electronic Communications (Sheriff's Law Enforcement Div.) in the amount of \$30,649.96 for radio equipment for the Eastern Kanawha County Police Departments

Letter of Intent: Nitro High School (Tables Games Fund) in the amount of \$4,500.00, contribution for trailer for Show Cats

Letter of Intent: Town of Belle (Coal Severance Fund) in the amount of \$6,000.00, contribution for backhoe and storage building

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 Fifteen Thousand Dollars (\$15,000.00), to Regional Development Authority, representing a contribution to assist the Southern Appalachian Labor School in repairing qualifying homes in the eastern Kanawha County Communities

**Ratification of Order Processed off the bench on February 25, 2015:**

New Employee: Trevor S. Boggess, Drug Court Case Manager, Kanawha County Sheriff's Day Report Center, full-time employee, \$27,000.00 per year, after completing a six month probationary period the salary will be \$29,980.00, replacing Richard A. Rawlings, effective March 1, 2015