

KANAWHA COUNTY COMMISSION

AGENDA

May 21, 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 May 5, 2015

RESOLUTION/PROCLAMATION

Resolution Honoring Hatfield McCoy Regional Recreation Authority

NEW EMPLOYEES

Commission

Tyler Davis, Seasonal Employee, Kanawha County Commission,
\$12.00 per hour, effective May 26, 2015
Jennifer Sayre, County Manager

Adam Gillespie, Seasonal Employee, Kanawha County Commission,
\$12.00 per hour, effective May 26, 2015
Jennifer Sayre, County Manager

Luke Lowen, Seasonal Employee, Kanawha County Commission,
\$12.00 per hour, effective May 26, 2015
Jennifer Sayre, County Manager

Alex Martin, Seasonal Employee, Kanawha County Commission,
\$12.00 per hour, effective May 26, 2015
Jennifer Sayre, County Manager

Matthew Pittman, Seasonal Employee, Kanawha County Commission, \$12.00 per hour, effective May 26, 2015
Jennifer Sayre, County Manager

Zaviae Walker, Seasonal Employee, Kanawha County Commission, \$12.00 per hour, effective June 1, 2015
Jennifer Sayre, County Manager

Kari White, Seasonal Employee, Kanawha County Commission, \$12.00 per hour, effective May 26, 2015
Jennifer Sayre, County Manager

Prosecuting Attorney

Mandy Jo Pellegrin, Assistant Prosecuting Attorney, Kanawha County Prosecuting Attorney's office, full-time employee, \$50,000.00 per year, replacing Matthew Smith, effective June 1, 2015

The Honorable Charles T. Miller, Prosecuting Attorney

Sheriff's Department

Jennifer L. Loyd, Tax Deputy, Sheriff's Tax Office, full-time employee, \$25,000.00 per year, replacing Dana Kelly, effective June 1, 2015

The Honorable John Rutherford, Sheriff

Caleb M. Carter, Seasonal Summer Intern, Sheriff's Tax Office, \$10.00 per hour, effective May 22, 2015

The Honorable John Rutherford, Sheriff

Michelle L. Derreberry, Seasonal Summer Intern, Sheriff's Law Enforcement, \$10.00 per hour, effective May 22, 2015

The Honorable John Rutherford, Sheriff

Emerson J. Gagnon, Seasonal Summer Intern, Sheriff's Law Enforcement, \$12.00 per hour, effective May 11, 2015

The Honorable John Rutherford, Sheriff

Skyler P. Gregory, Seasonal Summer Intern, Sheriff's Tax Office, \$10.00 per hour, effective May 22, 2015

The Honorable John Rutherford, Sheriff

**Allison Haynes, Seasonal Summer Intern, Sheriff's Tax Office,
\$10.00 per hour, effective May 22, 2015
The Honorable John Rutherford, Sheriff**

**Laura Allison Haynes, Seasonal Summer Intern, Sheriff's Law
Enforcement, \$10.00 per hour, effective May 22, 2015
The Honorable John Rutherford, Sheriff**

**Zachary P. Lively, Seasonal Summer Intern, Sheriff's Law
Enforcement, \$10.00 per hour, effective May 22, 2015
The Honorable John Rutherford, Sheriff**

**Matthew W. Oakley, Seasonal Summer Intern, Sheriff's Law
Enforcement, \$10.00 per hour, effective May 11, 2105
The Honorable John Rutherford, Sheriff**

**Savanna M. Stricker, Seasonal Summer Intern, Sheriff's Tax Office,
\$10.00 per hour, effective May 22, 2015
The Honorable John Rutherford, Sheriff**

**Ashley M. Torres, Seasonal Summer Intern, Sheriff's Legal Process,
\$10.00 per hour, effective May 22, 2015
The Honorable John Rutherford, Sheriff**

**Samantha K. Vititoe, Seasonal Summer Intern, Sheriff's Law
Enforcement, \$10.00 per hour, effective May 22, 2015
The Honorable John Rutherford, Sheriff**

**Allison Elizabeth White, Seasonal Summer Intern, Sheriff's Law
Enforcement, \$10.00 per hour, effective May 11, 2015
The Honorable John Rutherford, Sheriff**

**Stephanie A. Young, Seasonal Summer Intern, Sheriff's Law
Enforcement, \$10.00 per hour, effective May 22, 2015
The Honorable John Rutherford, Sheriff**

CHANGE OF EMPLOYMENT STATUS

Commission

Judy Connard, Custodial Department, Kanawha County Commission, from part-time to full-time employee, \$25,000.00 per year, replacing Sheila Shaffer, effective May 15, 2015
Jennifer Sayre, County Manager

Sheila Shaffer, Custodial Department, Kanawha County Commission, from full-time to part-time employee, \$12.00 per hour, effective May 15, 2015
Jennifer Sayre, County Manager

AGENDA ITEMS

5:00 P.M.

Presentation from Kanawha County Schools
Retired Captain Keith Vititoe, Executive Director of Security
at Kanawha County Schools

Presentation from the Kanawha Valley Builders & Charleston Building Trades Council
Jim Cerra, Kanawha Valley Builders
Paul Breedlove, Charleston Building Trades Council

Presentation and discussion including but not limited to past year's activities of the Upper Kanawha Valley Economic Development Corporation, and future plans and goals
Commission President Kent Carper
Commissioner Henry C. Shores
Commissioner Dave Hardy
Charlie Mays, Chairman UKVEDC
Colt Sandoro, Deputy Planning Director

Discussion regarding West Virginia Citizen's Defense League (WVCDL) and Coonskin Park
Commission President Kent Carper
Keith Morgan, President, WVCDL

Discussion regarding approval of renewal of CGL and Workers Compensation Insurance for Kanawha County with USI (Travelers insurance)

Commission President Kent Carper
Jennifer Sayre, County Manager
Andrew Gunnoe, Deputy County Manager
Marc Slotnick, County Attorney
Jerie Whitehead, Purchasing Director
Dave Stacy, CIC, USI Services

Discussion regarding power outages of May 7th and May 13th and the effect on the Courthouse Complex Building, to include but not be limited to the emergency purchase of a main step down transformer in the amount of \$10,500 for Building A of the Public Safety Complex

Commission President Kent Carper
Steve Neddo, Director of Maintenance and Planning

Discussion regarding approval of the FY 2015-2016 Special Funds budgets in the aggregate amount of \$30,789,231

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

Kanawha County Commission meetings through June 2015

Commission President Kent Carper
Commissioner Henry C. Shores
Commissioner Dave Hardy

DATE	TIME
Thursday, June 11, 2015	5:00 p.m.
Tuesday, June 30, 2015	5:00 p.m.

AGENDA SETTING

Request from Town of Chesapeake for \$2,200.00 to cover cost of band (The Exiles) for the upcoming Town Fair

Commissioner Dave Hardy

PUBLIC HEARING

PUBLIC COMMENT

COUNTY MANAGER'S REPORT

DEPUTY COUNTY MANAGER'S REPORT

DIRECTOR OF FINANCE'S REPORT

COUNTY ATTORNEY'S REPORT

STAFF REPORTS

NEW BUSINESS

FIDUCIARY

Order Admitting Will to Probate (Estate of Kenneth William Tate)

Order Confirming and Ratifying Supervisor's Report of Claims and Short Settlement Reports

Order Confirming and Ratifying Supervisor's Report of Claims and Settlement Reports

Order Declaring Re-Opened Estate Closed (Estate of Iva Mae Clarkson)

Order Declaring Re-Opened Estate Closed (Estate of Robert Lee Hudson)

Order Declaring Re-Opened Estate Closed (Estate of Elizabeth O. Kuhn aka Elizabeth Ownsby Kuhn)

Order Declaring Re-Opened Estate Closed (Estate of Elmer Lee McClure)

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
Upper Kanawha Valley Economic Development Corp.	Kanawha Co. Commission	\$20,000.00	2015 investment
Electronic Communications of WV Inc.	CT Admin Judges	\$34,921.20	Upgrade security radio system in the Judicial Building. Long term project
Dill's Fire & Safety Equipment Co	South Charleston Fire Dept.	\$5,284.50	Kanawha County share of bunker gear per Public Safety Grant letter of intent
SHI Corp	Sheriff's Law Enforcement Div	\$5,029.68	1) six Dell Latitude 3550 laptop computers \$591.04 ea with Dell Pro support upgrade \$150.48 ea per quote #950874; 2) one Microsoft SGQ server 2014 standard license 1 server \$580.56 per quote #9572309
WV Paving Inc	Kanawha Co. Commission	\$87,500.00	Contracted work to widen path through Coonskin Park and lay gravel for use by Emergency Vehicles during an emergency. Path designed emergency route due to Yeager Air Hillside
Nitro Police Department	Nitro Police Department	\$7,500.00	Reimbursement for expenses related to participation in the Kanawha Bureau of Investigation
Dunbar Police Department	Dunbar Police Dept.	\$7,500.00	Reimbursement for expenses related to participation in the Kanawha Bureau of Investigation
Graybar Electric Company Inc	W. Kent Carper Justice & PS Com	\$10,500.00	Emergency purchase of a transformer for the W. Kent Carper Justice & Public Safety Complex
City of Dunbar	Kanawha Co. Commission	\$60,000.00	Contribution for Shawnee Park
Atlas Scaffold & Supply Inc.	Kanawha Co. Commission	\$31,000.00	Provide, install & 30-day rental of scaffold for courtroom 4 ceiling repair project per bids received 2/9/15

W.Q. Watters Company	Kanawha Co. Commission	\$62,363.00	Repair the plaster & paint in courtroom #4 per bids received 4/27/15
Rodney Loftis & Son	Kanawha Co. Planning & Community	\$26,700.00	Demolition services for dilapidated structure per bids received. Long-term project
Rodney Loftis & Son	Kanawha Co. Planning & Community	\$23,500.00	Demolition services for dilapidated structures per bids received. Long-term project
Rocky Fork Enterprises LLC	Sheriff's Law Enforcement Div	\$7,900.00	Body work & repairs for Sheriff Law Enforcement vehicles
Electronic Communications of WV Inc	Emergency Services	\$6,275.00	1) Eleven (1) encryption boards \$525ea; 2) one (1) Software key loader \$500
Electronic Communications of WV Inc	Emergency Services	\$13,184.93	One (1) each repeater, 150 watt amplifier, power supply, equipment rack, duplexor, antenna, connector, jumper, grounding kit & polyphaser, stand off, x clamp bracket, installation & tower climb; 250 ft cable for the office of emergency mgmt. radio project per quote #10149
City of Charleston	Kanawha Co. Planning & Community	\$5,000.00	Contribution for participating in the 2015 county spring cleanups
Finley Fire Equipment Company, Inc.	Glasgow VFD	\$15,000.00	Kanawha County share of bunker gear per Public Safety Grant letter of intent
Finley Fire Equipment Company, Inc.	Charleston Fire Dept.	\$8,862.00	Twenty-one (21) Epic 3 Voice amplifiers & right side brackets for the Charleston Fire Department per annual commission fire department allocation
Green Valley Consulting	Sheriff's Law Enforcement Div	\$6,757.95	Computer hardware, 1-year warranty, installation & configuration per estimate #1010. Public Safety Grant letter of intent

CDW Government, Inc.	Sheriff's Law Enforcement Div.	\$15,820.23	1) Two Seagate NAS 32 TB \$4,672.60 ea quote #GCVX810; 2) miscellaneous IT parts, equipment and supplies \$6,444.52 per quote #1BJT80J; 3) one Verbatim mini wireless mouse #30.51 quote #GCWV614. NJPA contract #100614
Pitney Bowes	Microfilm	\$17,700.00	Postage for the postage machine
Network Innovation Solutions	Kanawha Co Comm Data Processing	\$45,879.00	One Core switch per bids received 5/7/15
Network Innovation Solutions	Kanawha Co Comm Data Processing	\$29,898.27	One wireless controller w/25 AP licenses per bids received 5/7/15
Recovery Point of Huntington	Kanawha Co. Commission	\$24,000.00	2015 contribution
Charleston Police Department	Charleston Police Department	\$7,452.10	HEAT reimbursement \$2,820.16, \$2,012.06, \$896.28, \$1,723.60
City of Charleston – MDENT	Metro Drug Unit	\$11,125.00	HEAT reimbursement

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 budget revision*):

Vendor	Department	Amount	Comments/Description
Capital Fund	Kanawha Co. Commission	\$70,040.00	Transfer cash for the purchase of Two (2) Chevy Tahoes for the County Commission office
Kanawha County 4-H Foundation	Camp Virgil Tate	\$32,183.16	Reimbursement for contracted services \$19,474.44; gas, oil & tires \$2,176.05; and utilities \$10,532.67
Kanawha County Emergency Ambulance Authority	Kanawha Co. Commission	\$12,940.00	Employee health screenings March 2015

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 May 21, 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 May 21, 2015*)

The Honorable Vera J. McCormick, County Clerk

Order Confirming and Approving Orders Entered by the Clerk of the County Commission of Kanawha County, West Virginia

The Honorable Vera J. McCormick, County Clerk

Approval for Correction of Erroneous Assessments Personal Property Cancelled Tickets

Marc Slotnick, County Attorney

Approval of the Erroneous Assessments submitted by the Kanawha County Assessor (decrease \$1,748.60)

Marc Slotnick, County Attorney

New Employee: Tyler Davis, Seasonal Employee, Kanawha County Commission, \$12.00 per hour, effective May 26, 2015

New Employee: Adam Gillespie, Seasonal Employee, Kanawha County Commission, \$12.00 per hour, effective May 26, 2015

New Employee: Luke Lowen, Seasonal Employee, Kanawha County Commission, \$12.00 per hour, effective May 26, 2015

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New Employee: Mandy Jo Pellegrin, Assistant Prosecuting Attorney, Kanawha County Prosecuting Attorney's office, full-time employee, \$50,000.00 per year, replacing Matthew Smith, effective June 1, 2015

New Employee: Jennifer L. Loyd, Tax Deputy, Sheriff's Tax Office, full-time employee, \$25,000.00 per year, replacing Dana Kelly, effective June 1, 2015

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New Employee: Matthew W. Oakley, Seasonal Summer Intern, Sheriff's Law Enforcement, \$10.00 per hour, effective May 11, 2105

New Employee: Zachary P. Lively, Seasonal Summer Intern, Sheriff's Law Enforcement, \$10.00 per hour, effective May 22, 2015

New Employee: Laura Allison Haynes, Seasonal Summer Intern, Sheriff's Law Enforcement, \$10.00 per hour, effective May 22, 2015

Change in Status: Judy Connard, Custodial Department, Kanawha County Commission, from part-time to full-time employee, \$25,000.00 per year, replacing Sheila Shaffer, effective May 15, 2015

Change in Status: Sheila Shaffer, Custodial Department, Kanawha County Commission, from full-time to part-time employee, \$12.00 per hour, effective May 15, 2015

Order Appointing Matthew Ballard as Economic Development/Tourism Representative to the Hatfield McCoy Regional Recreation Authority for a term expiring July 1, 2019

Order Appointing Ben Sullivan As Corporation/Landowner Representative to the Hatfield McCoy Regional Recreation Authority for a term expiring July 1, 2019

Order appointing Tony Keller to the Board of the Kanawha Enforcement Agency (term to expire June 30, 2017)

Order reappointing Damron Bradshaw to the Board of the Kanawha County Enforcement Agency (term to expire June 30, 2017)

Order appointing Damron Bradshaw to the Regional Development Authority of Charleston – Kanawha County (term to expire June 30, 2017)

Authorization for the President of the Kanawha County Commission to Sign an Application & Agreement with American Electric Power Company

Jerie Whitehead, Purchasing Director

Order authorizing the Clerk of the County Commission to issue a check in the amount of Five Hundred Thousand Dollars (\$500,000) from the Financial Stabilization Fund #058-401.00-800-5-68.00 to Yeager Airport as a contribution to assist with costs associated with the Failure of a Mechanically Stabilized Earth Retention Structure

Order Authorizing the President of the County Commission to sign "Letter of Credit Payment Request – Federal Emergency Management Agency Hazard Grant Program WV-DR4903-001. Request payment to pay invoice from account 009-442.60-500-2-30.00 (FEMA NOI Contr. Services), in the amount of \$39,520.80

Order authorizing the President of the County Commission of Kanawha County to Execute a State of West Virginia Department of Environmental Protection Litter Control Grant Final Performance and Accounting Report for 2015

Order authorizing the President of the County Commission of Kanawha County to Execute a State of West Virginia Department of Environmental Protection Covered Electronic Devices Recycling Grant Final Performance and Accounting Report for 2015

**Order Authorizing the President of the Kanawha County Commission to sign a Records Management Grant Agreement for the Circuit Clerk's Office and County Clerk's Office in conjunction with the WV Division of Culture and History, Archives and History, Records Management and Preservation Board
Carrie Hill, Legislative Liaison & Grant Coordinator**

**Authorization for the President of the Kanawha County Commission to sign a Certificates of Title Transferring a Vehicles Declared a Total Loss to Travelers Insurance
Jerie Whitehead, Purchasing Director**

**Order Authorizing the Clerk of the County Commission to issue a check from the Coal Reallocated Severance Tax Fund (#039-401.00-5-68.00), in the amount of One Hundred Fifty Thousand Dollars (\$150,000.00), to The WV Department of Transportation, Division of Highways, representing the Commission's annual contribution for the construction of the Coonskin Park Bridge. (2 of 10)
Kim Fleck, Director of Finance**

Order authorizing the Clerk of the County Commission to issue a check payable to the Yeager Airport in the amount of \$10,000.00 from Line Item No. 001-713.00-800-5-68.58 (*FD Emergency Services*) representing Fiscal Year 2014-2015 Annual Contribution
 Kim Fleck, Director of Finance

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

EXPENDITURES:

001-404.00-2-19.00	SHERIFF TAX - BUILDING & EQUIPMENT RENT	(8,300)
001-404.00-1-08.01	SHERIFF TAX - PROFESSIONAL SERVICES	8,300
001-405.00-1-06.00	PROS ATTY - RETIREMENT	(6,513)
001-405.00-2-14.00	PROS ATTY - TRAVEL	(1,543)
001-405.00-2-17.00	PROS ATTY - M & R AUTO	(300)
001-405.00-2-19.00	PROS ATTY - BLDG/EQUIP	(1,012)
001-405.00-2-21.00	PROS ATTY - TRAINING	(832)
001-405.00-2-22.00	PROS ATTY - DUES & SUBSCRIPTIONS	(1,000)
001-405.00-2-23.00	PROS ATTY - PROFESSIONAL SERVICES	(1,000)
001-405.00-2-30.00	PROSE ATTY - CONTRACTED SERVICES	(792)
001-405.00-3-41.00	PROS ATTY - SUPPLIES	(6,085)
001-405.00-3-43.00	PROS ATTY - GAS/OIL/TIRES	(723)
001-405.00-1-04.00	PROS ATTY - FICA	315
001-405.00-1-03.01	PROS ATTY - FULLTIME SALARIES	19,485
001-424.00-2-13.00	COURTHOUSE - UTILITIES	(42,200)
001-424.00-2-11.00	COURTHOUSE - PHONE	42,200
001-902.00-3-41.01	CAMP VIRIGIL TATE - EQUIPMENT	(15,000)
001-902.00-2-13.00	CAMP VIRIGIL TATE - UTILITIES	11,300
001-902.00-2-30.00	CAMP VIRIGIL TATE - CONTRACTED SERVICES	3,700

2. Fiscal Year 2014-2015 Capital Fund Line Item Budget Revision

REVENUES:

090-388-0-00.00	Capital Equip – Transfers from Other Funds	70,040
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EXPENDITURES:

090-401.00-4-50.02	Capital Equip - Vehicles	70,040
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3. **Fiscal Year 2014-2015 Special Health Fund Line Item Budget Revision**

EXPENDITURES:

372-423.00-1-05.01	Special Health- Health Insurance	(\$187,025)
372-423.00-1-10.10	Special Health - Wellness Program	\$7,025
372-423.00-1-05.02	Special Health - Prescription Plan	180,000

CHECK REGISTERS/SUPPLEMENTALS (Order Confirming and Approving Disbursements to be made by the Clerk of the County Commission of Kanawha County)

City of Dunbar, \$60,000.00 for contribution for Shawnee Park

Yeager Airport in the amount of \$10,000.00 from Line Item No. 001-713.00-800-5-68.58 (*FD Emergency Services*) representing Fiscal Year 2014-2015 Annual Contribution

Yeager Airport in the amount of \$500,000 from Financial Stabilization Fund for a contribution to assist with costs associated with the Failure of a Mechanically Stabilized Earth Retention Structure

LETTER OF INTENT

Laidley Field/Capital High School, in the amount of \$25,000.00 from Table Games Fund for digital scoreboard

Ratification of Purchase Order and Emergency Check processed off the bench on May 1, 2015

Sheriff's Law Enforcement Div., in the amount of \$7,500.00 for buy money, etc. for undercover narcotic/heroin investigations

Ratification of Fiduciary Order processed at the May 5, 2015, Commission meeting:

Recommended Order of Fiduciary Commissioner (Richard Ray Carnefix)

Ratification of Order processed at the May 5, 2015, meeting:

Order adopting and approving the Kanawha County Commission Policy Statement regarding competitive bidding for Kanawha County Commission Construction Projects

Ratification of Budget Revision processed off the bench on May 18, 2015:

Fiscal Year 2014-15 Stabilization Fund Line Item Budget Revision:

EXPENDITURES:

058-401.00-5-67.00	Fin Stab – Transfers to Other Funds	(500,000)
058-401.01-5-68.00	Fin Stab – Contributions	500,000

Ratification of Emergency Checks processed off the bench on May 18, 2015:

United Bank checks totaling \$267,404.88 for P-Card payments