

# **KANAWHA COUNTY COMMISSION AGENDA June 30, 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 June 11, 2015

## **RESOLUTION/PROCLAMATION**

## **NEW EMPLOYEES**

### **Assessor**

Samantha Randolph, Personal Property, Kanawha County Assessor's office, part-time employee, \$12.00 per hour, effective July 1, 2015

The Honorable Sallie Robinson, Assessor

Emily P. Holmes, Personal Property, Kanawha County Assessor's office, part-time employee, \$12.00 per hour, effective July 1, 2015

The Honorable Sallie Robinson, Assessor

### **Commission**

Shaun Saluja, Seasonal Employee, Kanawha County Commission office, \$12.00 per hour, effective June 23, 2015

Jennifer Sayre, County Manager

### **County Clerk**

Hubert Allen Bleigh, Deputy Clerk, Kanawha County Clerk's office,  
part-time employee, \$12.00 per hour, effective July 1, 2015  
The Honorable Vera J. McCormick, County Clerk

### **Prosecuting Attorney**

Bridget Combs, Legal Assistant, Kanawha County Prosecuting  
Attorney's office, full-time employee, \$25,000.00 per year, replacing  
a departing employee, effective July 1, 2015

The Honorable Charles T. Miller, Prosecuting Attorney

Samuel D. March, Assistant Prosecuting Attorney, Kanawha County  
Prosecuting Attorney's office, full-time employee, \$90,000.00 per  
year, replacing Adam Campbell, effective June 29, 2015

The Honorable Charles T. Miller, Prosecuting Attorney

### **CHANGE OF EMPLOYMENT STATUS**

#### **Commission**

Caroline Keeney, from part-time to full-time Worthless Check Clerk  
in the Magistrate Clerk's office, Kanawha County Commission,  
\$25,000.00 per year, replacing Brittany Crisp, effective July 1, 2015  
Jennifer Sayre, County Manager

### **AGENDA ITEMS**

**5:00 P.M.**

Discussion regarding directing the Facilitator appointed by the  
Kanawha County Commission to discuss the upcoming transition of  
the Senior Lunch Program in Kanawha County to a new provider  
Commission President Kent Carper  
Robert Roswall, Commissioner of WV Bureau of Senior Services  
John Luoni, County Engineer

Discussion regarding Basic Life Insurance and Accidental Death and Dismemberment (AD&D) insurance offered to County Employees through Prudential, to include but not be limited to:

- Increasing Basic Life and AD&D Coverage provided by County from \$50,000 to \$75,000 (Additional Cost to County, estimated at \$3,302 per month)
- Increasing Optional Dependent Life Coverage, paid for by the employee, from \$5,000 to \$10,000 for Spouses and from \$2,500 to \$5,000 for children
- Allowing Optional Coverage paid for by the employee of \$150,000 and \$200,000 (short form medical application for coverage over \$100,000)

Commission President Kent Carper  
Commissioner Henry C. Shores  
Commissioner Dave Hardy  
Jennifer Sayre, County Manager  
Andrew Gunnoe, Deputy County Manager  
Kim Fleck, Director of Finance  
Tony Searls, Finance Coordinator

Discussion regarding West Virginia American Water Company's 36 inch transmission main break in Dunbar which resulted in loss of service to approximately 25,000 customers in Kanawha and Putnam County.

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

Discussion regarding requesting the WV Public Service Commission to conduct major investigation into water and electric utility performance and reliability.

Commission President Kent Carper  
Jennifer Sayre, County Manager  
Andrew Gunnoe, Deputy County Manager

Kanawha County Commission meetings through August, 2015

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

DATE	TIME
Thursday, July 9, 2015	5:00 p.m.
Thursday, July 23, 2015	5:00 p.m.
Tuesday, August 4, 2015	5:00 p.m.

**AGENDA SETTING**

**PUBLIC HEARING**

5:30 P.M. **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**

Administrative Closing Order (Alfred Alexander Brown, Ward)

Administrative Closing Order (Caleb Aaron Baker, Ward)

Administrative Closing Order (Nicholas Joel Frampton, Ward)

Administrative Closing Order (Clarissa Mae Ogle, Ward)

Administrative Closing Order (Abby Anne Oxley, Ward)

Administrative Closing Order (Rodney D. Paxton, Ward)

Order (Estate of William Thomas or Thomas William Carpenter)

Order (Estate of Sylvia Jewell Slack)

Order Admitting Estate to Probate (Estate of Frank L. West)

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

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

Order Declaring Re-Opened Estate Closed (Estate of Betty Herscher)

Order Declaring Re-Opened Estate Closed (Estate of Michael McCown)

**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>
Pullin, Fowler, Flanagan, Brown & Poe	Kanawha Co. Commission	\$20,000.00	Mosley V. Barnett, et al case No. 2:02-BK-21156 (long-term project)
Elco Mechanical Contractor, Inc.	Kanawha Co. Commission	\$14,484.00	Provide labor and materials to relocate domestic water and sanitary lines for the East Bank VFD currently tied into the UKVEC building; to be reimbursed from proceeds from the sale of the building
Bob Robinson Chevrolet	Kanawha Co. Commission	\$70,040.00	Two (2) 2015 Chevrolet Tahoes for the Commission office per WV State Contract

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*):

<b>Vendor</b>	<b>Department</b>	<b>Amount</b>	<b>Comments/Description</b>
The WV State Bar	Prosecuting Attorney	\$5,800.00	Bar dues for attorneys in the Prosecuting Attorney's office

Software Computer Group	Circuit Clerk	\$17,500.00	Purchase of AS400-9406/520/0902/74569 Computer Conversion from Old System to the New System to include delivery and installation (includes trade-in of Old AS400 in the amount of \$_____)
US Post Office	Assessor	\$14,000.00	Permit postage for the Assessor's mailing on 7/6/15
Software Computer Group	Circuit Clerk	\$45,062.12	Annual maintenance and support for the Circuit Clerk's office Management System CCMS for the Circuit Clerk's office
Systematic Copiers	Circuit Clerk	\$8,673.36	Mental hygiene copier lease \$2,271.96 and maintenance for the Circuit Clerk copiers \$6,401.40
Leaf Funding	Circuit Clerk	\$11,212.08	Copier leases for three Lanier Copiers located in the Circuit Clerk's office
Leaf Funding	County Clerk	\$10,380.12	Copier Leases for copiers located in the County Clerk's Offices
Rodney Loftis & Son	Planning	\$50,000.00	Demolition Services for Planning per bids received 6-18-15

### **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 June 30, 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 June 30, 2015*)

The Honorable Vera J. McCormick, County Clerk

New Employee: Samantha Randolph, Personal Property, Kanawha County Assessor's office, part-time employee, \$12.00 per hour, effective July 1, 2015

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New Employee: Bridget Combs, Legal Assistant, Kanawha County Prosecuting Attorney's office, full-time employee, \$25,000.00 per year, replacing a departing employee, effective July 1, 2015

New Employee: Samuel D. March, Assistant Prosecuting Attorney, Kanawha County Prosecuting Attorney's office, full-time employee, \$90,000.00 per year, replacing Adam Campbell, effective June 29, 2015

Change in Status: Caroline Keeney, from part-time to full-time Worthless Check Clerk in the Magistrate Clerk's office, Kanawha County Commission, \$25,000.00 per year, replacing Brittany Crisp, effective July 1, 2015

Approval of the Erroneous Assessments submitted by the Kanawha County Assessor (decrease \$54,435.22)  
Marc Slotnick, County Attorney

Order authorizing the President of the Kanawha County Commission to execute a Lease Renewal for the Cross Lanes Detachment between Burdette Realty, Inc., and the Kanawha County Commission (line item 001-700.00-2-19.00)

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

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

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

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

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

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

Order reappointing John Luoni to the Regional Intergovernmental Council (term to expire June 30, 2016)

Order Authorizing the President of the County Commission to sign "Letter of Credit Payment Request – Federal Emergency Management Agency Hazard Grant Program WV-DR4903-004. Request payment to pay invoices from account 009-442.60-500-2-30.00 (FEMA NOI Contr. Services), in the amount of \$9,554.73

Order Authorizing the President of the County Commission to sign "Letter of Credit Payment Request – Federal Emergency Management Agency Hazard Grant Program WV-DR4903-003. Request payment to pay invoices from account 009-442.60-500-2-30.00 (FEMA NOI Contr. Services), in the amount of \$927.50

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 invoices from account 009-442.60-500-2-30.00 (FEMA NOI Contr. Services), in the amount of \$47,115.58

Approval of Depository Bond - JP Morgan Chase Bank, N.A. – Authorization for the President of the Kanawha County Commission to sign Depository Bond Agreement with JP Morgan Chase Bank, N.A.

Kim Fleck, Director of Finance

Order Authorizing the President of the Kanawha County Commission to sign a service agreement with The Howard E. Nyhart

Company, Inc. (Nyhart) for the purpose of providing the FYE June 30, 2015 interim actuarial valuation as required by GASB 45  
Kim Fleck, Director of Finance

Order Authorizing the Sheriff of the County of Kanawha to transfer all remaining receipts received through June 30, 2015, from the these Special Revenue Funds to the General Fund (#001-388) and the Special Revenue bank accounts to be closed

#010-02 (CABIN CREEK SEWER FUND)

#022 (D.A.R.E FUND)

#026 (HAZARD MITIGATION)

#054 (DRUG COURT TESTING)

#271 (KCC PARKING GARAGE)

Kim Fleck, Director of Finance

Order Authorizing the President of the Kanawha County Commission to execute a Federal Reserve Bank of New York, JP Morgan Chase Bank, Release of Collateral Form

Kim Fleck, Director of Finance

**Ratification of Documents Processed at the June 11, 2015, meeting:**

Fiscal Year 2014-15 General Fund Budget Revision #16 (and Emergency Check)

The Revision of the Levy Estimate (Budget) for the County of Kanawha – F.Y. 2014-2015 General Fund Budget Revision #16

Authorization for the President of the Kanawha County Commission to Sign a United States Postal Service NCOA Processing Acknowledgement Form between the Kanawha County Commission and Microdynamics Corporation

Order Confirming and Approving Disbursements to be made by the Clerk of the County Commission of Kanawha County (2<sup>nd</sup> supplemental)

Order authorizing the President of the Kanawha County Commission to sign a Large Group Business Application with Highmark Blue Cross Blue Shield West Virginia for health, dental, and vision coverage effective July 1, 2014

Purchase Order: Summit Turn Equipment Company Kanawha Co. Parks & Recreation) in the amount of 30,250.00 for contribution for 2008 Toro 400 D Rotary mower (\$29,500) Freight (\$750)

Purchase Order: Kanawha County Solid Waste Authority (Kanawha County Commission) in the amount of \$15,000.00 for City of Charleston Contribution for the Slack Street Demolition (see 2015-282)

Purchase Order: Kanawha County Solid Waste Authority (Kanawha County Commission) in the amount of \$15,000.00 for City of Charleston Contribution for the Slack Street Demolition (see 2015-307)

**Ratification of Emergency Check processed off the bench on June 18, 2015:**

BB&T Financial FSB, in the amount of \$2,295.29 (P-Card Payment)