

KANAWHA COUNTY COMMISSION

AGENDA

July 23, 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 July 9, 2015

RESOLUTION/PROCLAMATION

Mountain State Senior League All-Star Team
Buddy Hall, President of Mountain State Little League
Mike Buchanan, Manager

NEW EMPLOYEES

Assessor

Keisha Peoples, Personal Property, Kanawha County Assessor's office, part-time employee, \$12.00 per hour, effective July 27, 2015
The Honorable Sallie Robinson, Assessor

Charles Cruickshank, Personal Property, Kanawha County Assessor's office, part-time employee, \$12.00 per hour, effective July 27, 2015
The Honorable Sallie Robinson, Assessor

Allison Winfree, Personal Property, Kanawha County Assessor's office, part-time employee, \$12.00 per hour, effective July 27, 2015
The Honorable Sallie Robinson, Assessor

M. Sharon Malcolm, Personal Property/main office, Kanawha County Assessor's office, part-time employee, \$12.00 per hour, effective July 15, 2015

The Honorable Sallie Robinson, Assessor

Sheriff's Law Enforcement

Treavor S. Dubiel, Communications Specialist, Kanawha County Sheriff's Law Enforcement Department, full-time employee, \$26,790.00 per year, replacing Erica Gillenwater, effective August 1, 2015

The Honorable John Rutherford, Sheriff

CHANGE OF EMPLOYMENT STATUS

Sheriff's Law Enforcement

Erica Nicole Gillenwater, from Communications Specialist to Data Entry Clerk, full-time employee, \$30,000.00 per year, replacing Dorothy Burks, effective August 1, 2015

The Honorable John Rutherford, Sheriff

AGENDA ITEMS

5:00 P.M.

Discussion and update regarding Metro Drug Enforcement Agency activities and annual budgeted contribution of \$35,000.00

Commission President Kent Carper

Commissioner Henry C. Shores

Commissioner Dave Hardy

Lt. Eric Johnson, Metro Drug Enforcement Agency

Presentation, discussion and acceptance of Sheriff's Settlement for period ending June 30, 2015

The Honorable John Rutherford, Sheriff

Allen Bleigh, Chief Tax Deputy

Discussion regarding investment banking options to include but not be limited to utilizing United Bank Investment Funds per County RFP versus Investment Management Board Funds

Commission President Kent Carper

Allen Bleigh, Chief Tax Deputy

Discussion regarding merit pay increase for Deputy County
Manager/Assistant County Attorney
Commission President Kent Carper
Commissioner Henry C. Shores
Commissioner Dave Hardy
Jennifer Sayre, County Manager

Discussion regarding Dates for the Kanawha County Fall County
Clean-Ups
September 19, 2015 Sissonville - (Call Road, in front of Capitol
Beverage Distributors)
October 3, 2015 - Cabin Creek (Behind GoMart)
October 17, 2015 - South Charleston (Corner of 4th Ave & C St.)
Colt Sandoro, Deputy Planning Director

Discussion regarding funding for Multifest
Commission President Kent Carper
Commissioner Henry C. Shores
Commissioner Dave Hardy

Kanawha County Commission meetings through October 8, 2015
Commission President Kent Carper
Commissioner Henry C. Shores
Commissioner Dave Hardy

DATE	TIME
Tuesday, August 4, 2015	5:00 p.m.
Thursday, August 20, 2015	5:00 p.m.
Thursday, September 10, 2015	5:00 p.m.
Thursday, September 24, 2015	5:00 p.m.
Thursday, October 8, 2015	5:00 p.m.

AGENDA SETTING

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 Confirming and Ratifying Supervisor’s Report of Claims and Settlement Reports

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

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
Pullin, Fowler, Flanagan, Brown	Kanawha Co. Commission	\$8,729.28	Larry Patton vs. Kanawha County Sheriff, General Counsel
Plante & Associates, Inc.	Kanawha Co. Commission	\$5,082.00	Heat reimbursement
Xylem Dewatering Solutions Inc.	Kanawha Co. Commission	\$7,703.06	Equipment and services for dewatering areas affected by the emergency at Yeager Airport
B.I. Inc.	Home Confinement	\$50,000.00	Monitoring equipment maintenance, repair & GPS – sole source
Lloyd Hoff Holding	Emergency Services	\$5,280.00	Tower rental: OES – Sumerico \$153/mo; Edensfork \$102/mo; Municipal PD – Edensfork \$100/mo; St. Albans \$85/mo
Charleston Business Machines Inc.	County Clerk	\$7,195.00	One (1) Canon DR-G1130 Auto document feeder scanner for record room – to be reimbursed by State Grant
Pitney Bowes	Sheriff’s Tax Office	\$25,000.00	Rent/lease mailer, folder/insert binder & Risco Printer
Charleston Newspapers	Sheriff’s Tax Office	\$150,00000	Legal publications and advertisements

Interactive	Sheriff's Tax Office	\$15,000.00	PSA's for tax collection dates/deadlines
Leaf Funding, Inc.	Sheriff's Tax Office	\$8,000.00	Lease and related expenses for Lanier SPC831DN color network printer per quote #031314100705 per US Communities Contract
Travelers	Kanawha Co. Commission	\$40,199.34	Insurance deductibles for claim nos: EXH0607 \$345; ESH5807 \$1,223.24; EVW7291 \$422.40; EYY0556 \$36,619.70; E2Y4941 \$841.50; ESV7399 \$330; EOG6926 \$417.50
Election System & Software Inc.	Kanawha Co. Commission	\$56,269.88	Usage agreement and support \$14,067.47 per quarter
Frontier	Kanawha Co. Commission	\$9,300.00	CABS for servers @ \$775/month
Community of Rand Association	CORA	\$5,800.00	Reimbursement for the Rand Center Playground equipment
Chemical Alliance Zone	Chemical Alliance Zone	\$25,000.00	FY 2015-2016 contribution
Van Imaging Systems	Kanawha Co. Commission	\$9,011.00	Fiduciary scanning system
Travelers CL Remittance Center	Kanawha Co. Commission	\$1,500,189.00	Insurance premiums as follows: umbrella \$168,575; general liability \$351,466; property \$157,605; auto \$435,898; workers comp \$384,727; cyberfirst liability incl WV surcharge \$1,918
County Commissioners Association of WV	Kanawha Co. Commission	\$6,000.00	Annual dues, July 1, 2015 to June 30, 2016
Goldman & Associates	Kanawha Co. Commission	\$6,100.00	Real estate appraisals for structures on Keystone Drive (Yeager Airport Emergency)
Pullin, Fowler, Flanagan, Brown	Sheriff's Tax Office	\$5,000.00	Legal services for the Sheriff's tax office
Software Systems Inc.	Sheriff's Tax Office	\$15,000.00	Maintenance, service and supplies

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 July 23, 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 July 23, 2015*)

The Honorable Vera J. McCormick, County Clerk

New Employee: Keisha Peoples, Personal Property, Kanawha County Assessor's office, part-time employee, \$12.00 per hour, effective July 27, 2015

New Employee: Charles Cruickshank, Personal Property, Kanawha County Assessor's office, part-time employee, \$12.00 per hour, effective July 27, 2015

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New Employee: M. Sharon Malcolm, Personal Property/main office, Kanawha County Assessor's office, part-time employee, \$12.00 per hour, effective July 15, 2015

New Employee: Treavor S. Dubiel, Communications Specialist, Kanawha County Sheriff's Law Enforcement Department, full-time employee, \$26,790.00 per year, replacing Erica Gillenwater, effective August 1, 2015

Change in Status: Erica Nicole Gillenwater, from Communications Specialist to Data Entry Clerk, full-time employee, \$30,000.00 per year, replacing Dorothy Burks, effective August 1, 2015

Order Reappointing Kenneth Miller to the Kanawha County Planning Commission (term to expire July 31, 2018)

Order Reappointing Pam Hylbert-Eder to the Kanawha County Planning Commission (term to expire July 31, 2018)

Approval of the Erroneous Assessments submitted by the Kanawha County Assessor (decrease \$13,356.88)

Marc Slotnick, County Attorney

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 Agreement and Budget Analysis for 2016 for \$3,000.00 with a matching requirement of \$3,000.00

The Revision of the Levy Estimate (Budget) for the County of Kanawha – F.Y. 2015-2016 General Fund Budget Revision #1

Kim Fleck, Director of Finance

Order directing payment of \$40,000 settlement costs in Mosley v. Barnett et. al., Case No. 2:02-bk-21156, U.S. Bankruptcy Court for the SDWV, per discussion and vote at the June 11, 2015, Commission meeting. Check payable to J. Nicholas Barth Trust Account

Andrew Gunnoe, Deputy County Manager

Authorization for the President of the Kanawha County Commission to Sign a Maintenance Agreement between the Kanawha County Commission and AJ Allegheny Systems, LLC

Jerie Whitehead, Purchasing Director

Authorization for the President of the Kanawha County Commission to Sign a Customer Agreement between the Kanawha County Commission and Iron Mountain Information Management LLC

Jerie Whitehead, Purchasing Director

Order Authorizing the Clerk of the County Commission to issue a check from the Stabilization Fund (#058-401.00-5-67.00), in the amount of Two Million Dollars (\$2,000,000.00), to the General Fund (#001), to assist with cash flow concerns during the months of July and August

Kim Fleck, Director of Finance

Order Authorizing the Clerk of the County Commission to issue a check from the General County, #001-401.00-5-67.00, in the amount of One Hundred Fifty Thousand Dollars (\$150,000.00) to the County Emergency Response Fund #021

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

Order authorizing and approving the Manual Journal Entries as set forth in 7/10/2015 Memorandum from Kim Lutz, Director of Accounting

Kim Fleck, Director of Finance

1. Fiscal Year 2015-2016 General Fund Budget Revision #1

REVENUE:

001-298-0-00.00	ASSIGNED FUND BALANCE	2,367,815
001-299-0-00.00	UN-ASSIGNED FUND BALANCE	3,371,465

EXPENDITURE:

001-401.00-1-01.00	CO COMMISSION - ELECTED SALARY	62,093
001-401.00-1-04.00	CO COMMISSION - FICA	4,750
001-401.00-1-06.00	CO COMMISSION - RETIREMENT	8,693
001-401.00-2-23.00	CO COMMISSION - PROFESSIONAL SERVICES	1,424
001-401.00-2-29.00	CO COMMISSION - COURT COSTS	40,000
001-401.00-2-30.00	CO COMMISSIO - CONTRACTED SERVICES	25,338
001-401.00-3-41.00	CO COMMISSION - SUPPLIES	891
001-401.00-5-67.00	CO COMMISSION - TRANSFERS TO OTHER FUN	3,364,617
001-401.00-5-68.00	CO COMMISSION - CONTRIBUTIONS	6,415
001-402.00-3-41.00	CO CLERK - SUPPLIES	1,073
001-402.00-1-06.00	CO CLERK - RETIREMENT	6,251
001-402.00-3-50.00	CO CLERK - COMPUTER INDEXING	10,125
001-405.00-2-14.00	PROS ATTY -SUPPLIES	2,393
001-406.00-2-30.00	ASSESSOR - CONTRACTED SERVICES	16,608
001-406.00-4-59.01	ASSESSOR - CAPITAL OUTLAY VEHICLES	57,160
001-413.00-3-41.00	ELECTIONS - SUPPLIES	4,361
001-415.00-1-05.01	MAG CRT - HEALTH INS	6,848
001-418.00-3-41.00	PURCHASING - SUPPLIES	292

001-425.00-3-41.02	ANNEX EQUIPMENT - CIRCUIT COURT	8,471
001-425.00-3-41.03	ANNEX EQUIPMENT - PROBATION	6,445
001-430.00-2-30.01	COM DEV - CONTRACTED SERVICES, DEMO	6,594
001-430.00-3-41.01	COMM DEV - EQUIPMENT, NONDEPREICIABLE	1,504
001-460.00-3-50.00	CO CLERK CONS FEES - COMPUTER INDEXING	700
001-700.00-3-41.02	SHERIFF LED - OPERATING GRANT	8,994
001-704.00-2-30.00	REGIONAL JAIL - CONTRACTED SERVICES	1,937,938
001-711.00-2-16.00	EMER SERVICE - M & R EQUIPMENT	6,275
001-711.00-2-17.00	EMER SERVICE - M & R AUTO	2,000
001-711.00-3-41.00	EMER SERVICE - SUPPLIES	1,689
001-713.00-5-68.50	FD EMER SERVICES - CHARLESTON FIRE	8,862
001-713.00-5-68.54	FD EMER SERVICES - SO CHARLESTON FIRE	7,397
001-713.00-5-68.99	FD EMER SERVICES - FIRE CONTENGENCIES	6,163
001-973.14-4-59.00	FED GRANT HOMELAND SECURITY, EQUIP	42,153
001-987.00-4-59.00	COUNTY COURTHOUSE - CAPITAL OUTLAY	74,763

Ratification of documents processed at the July 9, 2015, Commission Meeting:

Order Confirming and Approving Cash Disbursements to be made by the Clerk of the Kanawha County Commission (supplemental)

Change in Purchase Order: W.Q. Watters Co., from \$9,800.00 to \$10,520.00 (see 2015-341)

Ratification of Purchase Order processed off the bench on July 14, 2015:

Electronic Specialty in the amount of \$10,325.00 for Riverside High School to provide and install sound system equipment at the Riverside High School football field to improve the existing system per quote #15-0619-02