

# **KANAWHA COUNTY COMMISSION AGENDA August 20, 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 August 4, 2015

**RESOLUTION/PROCLAMATION**

Proclamation for Emergency Preparedness Month

**NEW EMPLOYEES**

**Kanawha County Commission**

Adam Flowers, Maintenance, Full-Time employee, salary to be set and determined by the County Commission, effective September 2, 2015, replacing Bradley Fields  
Jennifer Sayre, County Manager

**CHANGE OF EMPLOYMENT STATUS**

**Kanawha County Commission**

Matthew Pittman from Seasonal Employee to part-time employee, Kanawha County Commission office, \$12.00 per hour, effective August 21, 2015  
Jennifer Sayre, County Manager

Lora Walker from Seasonal Employee to part-time employee, Kanawha County Commission office, \$12.00 per hour, effective August 21, 2015

Jennifer Sayre, County Manager

**Kanawha County Sheriff's Department**

Keith L. Washburn, from Law Enforcement Sworn Member to Home Confinement Officer, Kanawha County Sheriff's Department, full-time employee, \$37,687.00 per year, replacing Harold Stephen Walker, effective September 1, 2015

The Honorable John Rutherford, Sheriff

**AGENDA ITEMS**

**5:00 P.M.**

Discussion regarding proposed emergency 911 fee increase. On September 24<sup>th</sup>, 2015, the County Commission will vote on the proposed increase following a public hearing held at 5:30pm during the regular County Commission meeting. The emergency 911 fee increase proposal is as follows:

\$2.56	Business Monthly increase	\$8.96	New Business fee Monthly
\$0.80	Business >8 Monthly increase	\$1.60	New Business >8 fee Monthly
\$1.60	Residential Monthly increase	\$5.60	New Residential fee Monthly

Commission President Kent Carper  
Commissioner Dave Hardy  
Commissioner Henry C. Shores  
Jennifer Sayre, County Manager  
The Honorable John Rutherford, Sheriff, Executive Director,  
Metro 911  
Lindsay White, Chief Fiscal Officer, Metro 911  
John Shaheen, CPA

Discussion regarding FOIA request received from Mammoth Coal  
Commission President Kent Carper  
Andrew Gunnoe, Deputy County Manager

Discussion regarding the County Commissioners Association of West Virginia voting to adopt the Kanawha County Commission's Legislative Agenda

Commission President Kent Carper  
Carrie Hill, Legislative Liaison/Grant Coordinator

Discussion regarding request for Precinct Changes for the following:

- Precinct 147 from Upper Kanawha Valley Enterprise Comm., to Chelyan Methodist Church
- Precincts 365 and 366 from Department of Health & Human Resources to God's Lighthouse Church
- Precincts 435, 436 and 436A from WV National Guard Armory to Capital High School

Commission President Kent Carper  
Commissioner Dave Hardy  
Commissioner Henry C. Shores  
The Honorable Vera McCormick, County Clerk

Discussion regarding \$360,524.52 received from Regional Jail Operations Partial Reimbursement Fund

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

Discussion regarding the West Virginia Courthouse Facilities Improvement Authority's 13<sup>th</sup> cycle funding grant application with a deadline of October 2, 2015

Commission President Kent Carper  
Carrie Hill, Legislative Liaison/Grant Coordinator

Discussions regarding FY 2015-2016 grant applications and recommendation for funding. The following is a list of grant applications received:

Commission President Kent Carper  
Carrie Hill, Legislative Liaison/Grant Coordinator  
Jerie Whitehead, Purchasing Director

<b>Law Enforcement Recommendations</b>		
<b>Agency</b>	<b>Amount</b>	<b>Purpose</b>
Metro 911	\$37,000	Sign Maintenance for Addressing Administering Swiftreach Radio Computer/Equipment Update Renewing Text to 911
Belle	\$5,000	Replace 2 Dell Data Terminal Computers
Cedar Grove	\$5,000	4 Officer Uniforms, Crime Scene Equipment, Booking & Processing Supplies, Desktop Computers, Felt Patches Drug Identification Supplies
Clendenin	\$20,000	New Vehicle

Coonskin	\$10,000	Replace engine of Dodge, Durango, New Uniforms, 2 Handheld Radar Units, Thermal Imaging Device
Dunbar	\$25,000	Car
Emergency Management	\$29,000	Fire Radio Project-- Communications analyzer to diagnose radio related problems (Split between law enforcement and fire) \$29,000
Kanawha County Sheriff	\$125,000	County-wide mobile data system, \$75,000, SWAT and Bomb Unit Readiness \$20,000, Kanawha Bureau of Investigation \$15,000, Operation Graduation/Prom Alive 2016 \$15,000
Montgomery	\$4,500	Model X26P Tasers/Equipment and training for the new tasers
Nitro	\$14,885	Replacement Car Dell Computers Replacement Desktop Computers, Body Cameras, Digital Audio Recorders Digital Cameras/Supplies
Saint Albans	\$25,000	1 New Vehicle for the Special Enforcement Unit
South Charleston	\$50,000	2 New Police Vehicles
WV Public Safety Expo	\$15,000	Annual Contribution to the WV Public Safety Expo
Yeager Airport	\$30,000	Police Car, Bulletproof Vests, Uniform Shirt Carriers
Internet & Connection Fees	\$20,000	Internet & connection fees

<b>Fire Recommendations</b>		
<b>Agency</b>	<b>Amount</b>	<b>Purpose</b>
Cedar Grove VFD	\$17,000.00	TEN (10) SCOTT 2216 PSI AIR BOTTLES, FOUR(4) SETS OF BUNKER GEAR, FOUR (4) PAIRS OF BUNKER GEAR, FOUR (4) PAIR OF BUNKER BOOTS, FOUR (4) RADIOS WITH PAGERS CAPABILITIES
Charleston Fire Department	\$20,000.00	ONE(1) DRAEGER 9000 TIC @ \$11,000, EIGHTEEN (18) EPIC 3 VOICE AMPLIFIERS WITH RIGHT SIDE OPEN BRACKETS@ \$8,000 AND TWO (2) HYDROGEN CYANIDE AIR MONITORS @\$1,100
Chesapeake VFD	\$8,500.00	EIGHTEEN(18) BOTTLES @ \$474.95 EACH
Clendenin VFD	\$22,000.00	Nine sets of structural bunker gear \$18,000. 1,000 ft. of 1 3/4 inch attack hose and 500 ft. of 2 1/2 inch hose
East Bank VFD	\$12,000.00	Replace FIVE (5) S.C.B.A BOTTLES, REPLACE FOUR (4) SETS OF FIRE FIGHTING GEARS, THREE SMALL (3) SCOTT SCBA MASK (FOR FEMALE), TEN (10) SETS OF AUTO EXTRICATION GLOVES
GLASGOW VFD	\$28,000.00	REPLACE SCBA

INSTITUTE VFD	\$22,000.00	PPE, STABILIZATION JACKS, FIVE (5) GAS MONITORS, ROPE AND HARDWARE
JEFFERSON VFD	\$13,000.00	FIFTEEN (15) MOTOROLA HT1250 PORTABLE RADIOS, FIFTEEN(15) RADIO SLINGS
LAKWOOD VFD	\$38,000.00	FIVE(5) MSA AIRPACKS W/ FIVE (5) SPARE BOTTLES, SIXTEEN (16) MSA 2216 AIRBOTTLES, NEW GENERATOR FOR RESCUE TRUCK, REPAIR AND UPGRADE TRAINING BUILDING
LOUDENDALE VFD	\$11,000.00	TWO (2) MSA AIRPACKS WITH BOTTLES AND SPARE
MALDEN VFD	\$28,000.00	one year truck payment on new fire engine \$ 28, 099.33 structural fire bunker gear \$20,000
MARMET FIRE DEPARTMENT	\$25,000.00	REPLACE 38 YEAR OLD RADIO TOWER
MONTGOMERY VFD	\$15,000.00	RESCUE ROPE, PULLY SYSTEM, STOKES BASKET, PORTABLE PUMP UNIT, MISC TOOLS
NITRO VFD	\$26,000.00	SIX (6) Scott Air Packs.
RAND VFD	\$19,000.00	Four sets of turnout bunker gear, 17,680.00 thermal imager \$9,700.00
SAINT ALBANS FIRE DEPARTMENT	\$2,350.00	PORTABLE FLOW AND PRESSURE TESTER AND HARD STORAGE TESTER
Sissonville VFD	\$22,000.00	BACKUP GENERATOR AND HVAC UNIT
South Charleston Fire Department	\$28,000.00	FIVE (5) MSA G1 4500PSI SCBA
Westside VFD	\$30,000.00	TWELVE (12) SCOTT AIR PACKS WITH SPARE BOTTLES
Emergency Management	\$20,000.00	SMOKE AND CARBON MONOXIDE ALARMS (APROX \$6,000), ROPE AND WATER RECUSE EQUIPMENT (\$5,000), FIRE AND SMOKE SIMULATORS WITH REGULATOR AND COMPRESSOR FOR TRAINING (\$10,000)
Fire Coordinator Salary	\$35,000.00	Half Salary
METRO 911	\$25,000.00	MAINTAINING ADDRESSING SIGNS, ADMINISTERING SWIFTREACH, UPDATING RADIO COMPUTERS
Belle	\$30,000.00	Replace 6 older SCBA to meet newest NFPA standards (packs 20 years old), allow each member to be fit tested, replace 12 composite SCBA cylinders which have reached their end of service life.
Dunbar	\$12,000.00	FIREHELMETS, ONE (1) COMPLETE SCBA AND CYLINDER, ONE (1) SET OF BUNKER GEAR

Pinch VFD	\$14,000.00	800 ft. of 5 inch attack hose, 800 ft. of 3 inch supply hose, 800 ft. 1 3/4 inch attack hose, two 6 inch water intake manifolds
WV Public Safety Expo	\$15,000.00	Annual contribution
Fire Mobile Data Project	\$10,000.00	Ongoing Fire Mobile Data Project
Donnie Adkins Memorial Training Fund	\$5,000.00	Training Fund
TORNADO	\$8,750.00	22KW STANDBY NATURAL GAS GENERATOR WITH AUTOMATIC TRANSFER SWITCH
Handley	\$2,250.00	MSA 5 gas Altair air monitor (2)
Cabin Creek VFD	\$13,000.00	Four inch supply hose and fittings for first out fire engine
Fire Radio Project	\$12,778.00	Ongoing fire radio project
<b>TOTAL</b>	<b>\$1,005,013</b>	

Discussion regarding bids received for the Tennis Court Project at Coonskin Project, cost of project detailed below, discussion to include proposal for funding

One Court	\$20,000
Two Courts	\$25,000
Three Courts	\$30,000
Four Courts	\$40,000
Five Courts	\$50,000
Six Courts	\$60,000

Commissioner Henry C. Shores  
Jennifer Sayre, County Manager  
Kim Fleck, Finance Director  
Carrie Hill, Legislative Liaison/Grant Coordinator

Discussion regarding setting the date for "Trick or Treat" for Halloween for Kanawha County

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

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

<b>DATE</b>	<b>TIME</b>
Thursday, September 10, 2015	5:00 p.m.
Thursday, September 24, 2015	5:00 p.m.
Thursday, October 8, 2015	5:00 p.m.
Thursday, October 22, 2015	5:00 p.m.

**AGENDA SETTING**

**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 (Benjamin Patrick Flanagan, Ward)

Administrative Closing Order (Alexander S. Wilkinson, Ward)

Administrative Closing Order (Alison E. Wilkinson, Ward)

Order (Estate of Eula Ruth Miller)

Order Admitting Will to Probate (Estate of John J. Gilligan, Jr. aka John Joseph Gilligan)

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 David Joseph Mitchell)

Order Declaring Re-Opened Estate Closed (Estate of James H. Mooney)

Order Declaring Re-Opened Estate Closed (Estate of James Leonard Smith, Sr.)

Order Declaring Re-Opened Estate Closed (Estate of Julia L. Young)

**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>
Revised PO – Sourcelink Ohio, LLC	Assessor's office	\$11,625.73	Increased PO \$137.73 for additional Artwork & Postage
Waste Management	Kanawha Co. Planning & Community Dev.	\$17,000.00	Tipping fees for 2015 fall cleanups
Travelers	Kanawha Co. Commission	\$8,833.59	Insurance deductibles as follows: Claim #E2Y1802 \$1,045.59; Claim #E2Y4000 \$1,683.00; Claim #E2Y4941 \$6,105.00
Toms Plumbing Inc.	Camp Vigil Tate	\$5,253.00	Provide and install new 2 ½ ton heat pump system in the camp director's residence
EZ WV Technologies LLC	Sheriff's Tax Office	\$9,600.00	Managed internet service and maintenance
Vinylworks Inc.	Sheriff's Law Enforcement Div.	\$12,949.00	K9 vinyl agility and obstacle course training equipment
Syscon Imaging Systems	Assessor's office	\$6,120.00	Maintenance for Assessor's P-Search Software

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 2015-16 budget revision):

Vendor	Amount	Comments/Description
Capital Fund	\$60,000.00	Transfer cash to be used toward the contribution for Coonskin Park Paving Project – County Manager’s Fund
Capital Fund	\$60,000.00	Transfer cash to be used toward the contribution for Coonskin Park Paving Project – Table Games Fund
Capital Fund	\$96,505.00	Transfer cash to be used toward the contribution for Coonskin Park Paving Project – Coal Reallocated Severance Tax Fund

**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 August 20, 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 August 20, 2015*)

The Honorable Vera J. McCormick, County Clerk

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

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 \$209,099.26)

Marc Slotnick, County Attorney

**New Employee: Adam Flowers, Maintenance, Full-Time employee, salary to be set and determined by the County Commission, effective September 2, 2015, replacing Bradley Fields**

**Change in Status: Matthew Pittman from Seasonal Employee to part-time employee, Kanawha County Commission office, \$12.00 per hour, effective August 21, 2015**

**Change in Status: Keith L. Washburn, from Law Enforcement Sworn Member to Home Confinement Officer, Kanawha County Sheriff's Department, full-time employee, \$37,687.00 per year, replacing Harold Stephen Walker, effective September 1, 2015**

**Change in Status: Lora Walker from Seasonal Employee to part-time employee, Kanawha County Commission office, \$12.00 per hour, effective August 21, 2015**

**Order amending Order No. 2012-481 - Order appointing the Board of Directors for the Emergency Operations Center-Metro 911, per the Charter adopted on June 11, 1998**

**Order amending Order No. 2012-482 – Order appointing the Executive Committee for the Emergency Operations Center – Metro 911, per the Chapter adopted on June 11, 1998**

**Publication of the Notice of Order – Precinct 147 from Upper Kanawha Valley Enterprise Comm., to Chelyan Methodist Church**

**Publication of the Notice of Order – Precincts 365 and 366 from Department of Health & Human Resources to God's Lighthouse Church**

**Publication of the Notice of Order – Precincts 435, 436 and 436A from WV National Guard Armory to Capital High School**

**Order Appointing David Anderson to the Kanawha Public Service District filling the unexpired term of Norris Light (term to expire June 30, 2020)**

Order Authorizing the Clerk of the County Commission to issue a check in the amount of \$5,916.99 from account #001-401-5-68.00 to the Pretera Center for reimbursement of expenses (February, March, April 2015) related to Juvenile Justice & Delinquency Grant. Grant Number 12-ABG-009

Carrie Hill, Legislative Liaison/Grant Coordinator

Order Authorizing the Clerk of the County Commission to issue a check in the amount of \$618.75 from account #001-442.02-800-5-68.00 to the YWCA for reimbursement of expenses related to STOP Violence Against Women Grant. Grant Number 13-VAW-022

Carrie Hill, Legislative Liaison/Grant Coordinator

Order Authorizing the Clerk of the County Commission to issue a check in the amount of \$531.25 from account #001-442.02-800-5-68.00 to the YWCA for reimbursement of expenses related to STOP Violence Against Women Grant. Grant Number 13-VAW-022

Carrie Hill, Legislative Liaison/Grant Coordinator

Order Authorizing the Clerk of the County Commission to issue a check in the amount of \$349.26 from account #001-442.02-800-5-68.00 to the Family Counseling Connection for reimbursement of expenses related to STOP Violence Against Women Grant. Grant Number 13-VAW-022

Carrie Hill, Legislative Liaison/Grant Coordinator

Order Authorizing the Clerk of the County Commission to issue a check in the amount of \$318.43 from account #001-442.02-800-5-68.00 to the Family Counseling Connection for reimbursement of expenses related to STOP Violence Against Women Grant. Grant Number 13-VAW-022

Carrie Hill, Legislative Liaison/Grant Coordinator

Order approving the Equitable Sharing Agreement and Certification

Order Authorizing the Clerk of the County Commission to issue a check in the amount of \$395.67 from account #001-442.02-800-5-68.00 to the Family Counseling Connection for reimbursement of expenses related to STOP Violence Against Women Grant. Grant Number 13-VAW-022

Carrie Hill, Legislative Liaison/Grant Coordinator

**Order Authorizing the Clerk of the County Commission to issue a check in the amount of \$1,037.44 from account #001-442.02-800-5-68.00 to the City of Charleston for reimbursement of expenses related to STOP Violence Against Women Grant. Grant Number 13-VAW-022**

**Carrie Hill, Legislative Liaison/Grant Coordinator**

**Order Authorizing the Clerk of the County Commission to issue a check in the amount of \$610.26 from account #001-442.02-800-5-68.00 to the City of Charleston for reimbursement of expenses related to STOP Violence Against Women Grant. Grant Number 13-VAW-022**

**Carrie Hill, Legislative Liaison/Grant Coordinator**

**Order Authorizing the Clerk of the County Commission to issue a check in the amount of \$241.50 from account #001-442.02-800-5-68.00 to the BMEEK for reimbursement of expenses related to STOP Violence Against Women Grant. Grant Number 13-VAW-022**

**Carrie Hill, Legislative Liaison/Grant Coordinator**

**Order authorizing the President of the Kanawha County Commission to sign a Contract Agreement, Certifications, and Special Conditions and Assurances for the Court Security Grant Program, for \$7,196.00**

**Carrie Hill, Legislative Liaison/Grant Coordinator**

**Authorization for the President of the Kanawha County Commission to Sign a Certificate of Title Transferring a 2015 Ford Expedition back to Thornhill Ford Lincoln**

**Jerie Whitehead, Purchasing Director**

**Order Authorizing the President of the Kanawha County Commission to Sign a Contract with West Virginia Paving, Inc.**

**Authorization for the Clerk of the County Commission to Create a New Fund #413-Election Capital Outlay, to be used for the purpose of setting aside funds to be used for the purchase of New Voting Equipment**

**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**

**1. Fiscal Year 2015-2016 General Fund Line Item Revision**

**EXPENDITURES:**

001-401.00-5-67.00	CO COMM - TRANSFERS TO OTHER FUNDS	(7,185)
001-401.00-5-68.00	CO COMM - BUILDING & EQUIPMENT RENTAL	7,185

**2. Fiscal Year 2015-2016 County Managers Fund**

**EXPENDITURE:**

019-401.00-5-67.00	COUNTY MANAGER- TRANSFERS TO OTHER FUNDS	20,000
019-401.00-5-68.00	COUNTY MANAGER - CONTRIBUTIONS	(20,000)

**3. Fiscal Year 2015-2016 Table Games Fund**

**EXPENDITURE:**

053-401.00-5-67.00	TABLE GAMES- TRANSFERS TO OTHER FUNDS	60,000
053-401.00-5-68.00	TABLE GAMES - CONTRIBUTIONS	(60,000)

**4. Fiscal Year 2015-2016 Capital Fund Line Item Budget Revision**

**REVENUES:**

090-388-0-00.00	CAPITAL EQUIP - TRANSFERS FROM OTHER FUNDS	216,505
090-384-0-00.00	CAPITAL EQUIP - SALE OF FIXED ASSET	74,250
090-382-0-00.00	CAPITAL EQUIP - REF/REIMB	25,919

**EXPENDITURES:**

090-401.00-5-68.01	CAPITAL EQUIP - INFRASTRUCTURE DEV	316,674
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**5. Fiscal Year 2015-2016 Reallocated Coal Fund**

**EXPENDITURE:**

039-401.00-5-67.00	REALLOCATED COAL - TRANSFERS TO OTHER FUNDS	96,505
039-401.00-5-68.00	REALLOCATED COAL - CONTRIBUTIONS	(96,505)

6. **Fiscal Year 2015-2016 Public Safety Grant Fund Line Item Budget Revision**

**EXPENDITURES:**

029-711.00-5-68.72	Public Safety- Fire Radio Projects	1,907
029-711.00-5-68.73	Public Safety - Fire MDT Projects	(1,907)

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

Sourcelink, (Assessor's office), in the amount of \$11,625.73, for personal property printing and mailing services

**Ratification of Documents emergency checks processed off the bench on August 7, 2015:**

Best Home Inspection, in the amount of \$1,290.00 (three day turn around - FEMA NOI Contr. Services)

Astar Abatement Inc., in the amount of \$20.61 (three day turn around - FEMA NOI Contr. Services)

Rodney Loftis & Son, in the amount of \$56,287.20 (three day turn around - FEMA NOI Contr. Services)

**Ratification of Document signed off the bench on August 14, 2015:**

Contract with West Virginia Paving in the total amount of \$625,155.75 for Coonskin Park paving project