

KANAWHA COUNTY COMMISSION

AGENDA

October 22, 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 October 8, 2015

Approval of the Minutes of the Board of Assessment Appeals Meeting of October 8, 2015

RESOLUTION/PROCLAMATION

NEW EMPLOYEES

Prosecuting Attorney

Laura Young, Assistant Prosecutor, Kanawha County Prosecuting Attorney's office, part-time employee, \$19,800 per year, effective November 1, 2015

The Honorable Charles T. Miller, Prosecutor

CHANGE OF EMPLOYMENT STATUS

AGENDA ITEMS

5:00 P.M.

Discussion regarding selection and approval of audit firm to conduct Kanawha County's 2014-2015 independent audit, as bid per WV State Auditor's Office

**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**

Discussion regarding WVU Tech, discussion will include but not be limited to proposed litigation with West Virginia University regarding the relocation of WVU Tech to Beckley from Montgomery

Commission President Kent Carper

Discussion regarding letter received from the State of West Virginia Tax Commissioner certifying that Sallie Robinson, Assessor of Kanawha County, has satisfactorily complied with the requirements of the Farm Statistics Law which entitles her to receive compensation from the County Court according to Chapter 7, Article 7, Section 6C of the New Code of West Virginia

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

Discussion and update on the Erroneous Assessment public hearing had on October 8, 2015 – James & Sherry Kelley

**Commission President Kent Carper
Commissioner Henry C. Shores
Commissioner Dave Hardy
Robert William Schulenberg, III, Assistant Prosecuting Attorney**

Discussion regarding Ladder Investments

**Commission President Kent Carper
Allen Bleigh, Chief Tax Deputy**

Discussion and update on Camp Virgil Tate

**Commission President Kent Carper
Damron Bradshaw, President, Camp Virgil Tate Board of Directors
Carrie Wade**

Discussion regarding West Virginia American Water Company's proposed water rate increase, evidentiary hearing set to begin October 27th at the Public Service Commission

Commissioner Dave Hardy
Andrew Gunnoe, Deputy County Manager

Discussion regarding the 2016 Legislative Agenda

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

Discussion regarding health insurance premiums for employees, to include but not be limited to annual discussion regarding COBRA rates and employee contribution for health insurance premiums based on 20% of COBRA rates, to include any and all matters related thereto

Commission President Kent Carper

Kanawha County Commission meetings through November, 2015

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

DATE	TIME
Thursday, November 5, 2015	5:00 p.m.
Thursday, November 19, 2015	5:00 p.m.

AGENDA SETTING

PUBLIC HEARING

PUBLIC COMMENT

COUNTY MANAGER'S REPORT

Out of State Travel Request - Mike Oakley, Emergency Management Institute, December 6 – December 18, 2015, Part II, Certification for Emergency Management

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

Recommendation & Order (Estate of Virginia Gandee 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:

Vendor	Department	Amount	Comments/Description
Revised PO – Travelers CL Remittance Center	Kanawha Co. Commission	\$1,550,429.00	Increase PO \$50,240 for the Workers Comp Audit Premium
Rodney Loftis & Son	Kanawha Co. Planning & Community Dev.	\$61,986.56	Ratify PO approved 1/013/15; demolition services – 58 Cloverleaf Circle; 30 Cloverleaf Circle; 4039 Sissonville Drive; and 1541 Branch Road
Kanawha Valley Senior Services, Inc.	Kanawha Co. Commission	\$30,000.00	Annual contribution for FY 2015-16
Travelers	Kanawha Co. Commission	\$8,623.50	Claim #EVW72914 \$5,395.50; #EOG6926 \$2,380.00; E2Y4941 \$264.00; E2Y9064 \$584.00
Green Wave Computer Recycling LLC	Kanawha Co. Planning & Community Dev.	\$8,114.05	2015 Cabin Creek Fall Cleanup on-site covered electronics collection and recycling event
Bailey & Wyant LLC	Sheriff's Tax Office	\$5,615.66	Legal services rendered for conservator and administrator duties
Frontier West Virginia Inc.	Kanawha Co. Commission	\$39,880.08	10/15-6/16 Mitel telephone system lease payments @ \$4,431.12 ea

Pullin, Fowler, Flanagan, Brown	Kanawha Co. Commission	\$5,198.50	Services rendered – training 7.10 hr @ \$185; 22.20 hr. @ \$175
Dill's Fire & Safety Equipment Co	Lakewood Volunteer Fire Dept.	\$36,570.00	Five (5) MSA G1 4500 PSI SCBA's with extra cylinders @ \$5,500 ea; five (5) spare cylinders @ \$1,000 ea; five (5) Quick Connect adapters @ \$150 ea; four (4) spare 30-minute carbon cylinders @ \$980 ea for Lakewood VFD per Public Safety Grant Letter of Intent – sole source
CIMCO, Inc.	Maintenance	\$14,746.00	HVAC repairs: Home Confinement \$8,030.53 and Record Room \$6,715.47

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 October 22, 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 October 22, 2015*)

The Honorable Vera J. McCormick, County Clerk

Approval of the Erroneous Assessments Submitted by the Kanawha County Assessor (decrease \$263,519.84)

Marc Slotnick, County Attorney

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

New Employee: Laura Young, Assistant Prosecutor, Kanawha County Prosecuting Attorney's office, part-time employee, \$19,800.00 per year, effective November 1, 2015

Salary Increase: Kelsey Harrah, Receptionist, Kanawha County Commission, from \$25,750.00 to \$30,000.00 effective November 1, 2015

**Jennifer Sayre, County Manager
Andrew Gunnoe, Deputy County Manager**

**Authorization for the President of the Kanawha County Commission to Sign a Certificate of Title & Affidavit of Transfer of Ownership without Consideration Transferring a 2008 Dodge Nitro to the Kanawha County Emergency Ambulance Authority
Jerie Whitehead, Purchasing Director**

Order Authorizing the President of the County Commission to sign "Letter of Credit Payment Request – Federal Emergency Management Agency Hazard Grant, in the amount of \$15,623.04

**Authorization for the President of the Kanawha County Commission to Sign Certificates of Title for Vehicles Declared Surplus Property
Jerie Whitehead, Purchasing Director**

**Order Authorizing the President of the Kanawha County Commission to sign West Virginia Records Management and Preservation Board 2015 Grant Application
Carrie Hill, Legislative Liaison/Grant Coordinator**

**Order Authorizing the Clerk of the County Commission to issue a check in the amount of \$190.19 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 12-VAW-022
Carrie Hill, Legislative Liaison/Grant Coordinator**

**Order Authorizing the Clerk of the County Commission to issue a check in the amount of \$3,944.70 from account #001-401-5-68.00 to the Pretera Center for reimbursement of expenses (May and June 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 \$1,446.00 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 14-VAW-026
Carrie Hill, Legislative Liaison/Grant Coordinator

Order Authorizing the Clerk of the County Commission to issue a check in the amount of \$153.72 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 \$411.35 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 \$285.24 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 \$1,125.00 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 \$366.16 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 \$223.76 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 from the Magistrate Court I Fund (005-415.00-5-67.00) in the amount of Fifty Two Thousand Five Hundred Fifty Seven Dollars (\$52,557.00), the eligible June 30, 2015 balance, to The General Fund, pursuant to West Virginia Code §50-3-4

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

EXPENDITURES:

029-711.00-5-68.00	Public Safety- Contributions other Entity	(500,000)
029-711.01-5-68.00	Public Safety- Dedicated to KCSO	500,000

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

Green Wave Computer Recycling LLC, for Kanawha Co. Planning & Community Dev., in the amount of \$8,114.05, for 2015 Cabin Creek Fall Cleanup on-site covered electronics collection and recycling event

Travelers CL Remittance Center for Kanawha County Commission in the amount of \$50,240.00 for the Workers Comp Audit premium

Ratification of Documents processed at the October 8, 2015, meeting:

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 Eleven Thousand Seven Hundred Ninety One Dollars Forty Cents (11,791.40) to the Internal Revenue Service representing final payments for penalties charged to UKVEC for 900 filings (and emergency check)

Purchase Order: Emergency Outdoor Siren & Installation for South Charleston Station #1 per Bids Received 9/15/15 (see Order No. 2015-515)

Ratification of Emergency Checks processed off the bench on 10/13/15:

Rodney Loftis & Son, for Kanawha County Planning & Community Dev., in the amount of \$61,986.56, for demolition services

Best Home Inspection for Kanawha County Planning & Community Dev., in the amount of \$805.00, for asbestos inspections, 1541 Branch Road, Belle

Astar Abatement for Kanawha County Planning & Community Dev., in the amount of \$2,079.32, for asbestos abatement services