

# **KANAWHA COUNTY COMMISSION AGENDA**

**Tuesday, December 8, 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  
November 19, 2015

**RESOLUTION/PROCLAMATION**

**NEW EMPLOYEES**

**County Clerk**

Marliese Sigman, Deputy Clerk, Recording Department, Kanawha  
County Clerk's office, part-time employee, \$15.00 per hour,  
effective January 4, 2016

The Honorable Vera McCormick, County Clerk

Introduction of Seasonal Interns from Carver: Billy Flowers,  
Madison Chandler, Arielle Johnson, and Cathryn Holstein

The Honorable Vera J. McCormick, County Clerk

**Prosecuting Attorney**

Ashlee M. Lambert, Assistant Prosecuting Attorney, Kanawha  
County Prosecuting Attorney's office, full-time employee,  
\$53,000.00 per year, replacing John Hardison, effective January 1,  
2016

The Honorable Charles T. Miller, Prosecuting Attorney

**Sheriff's Law Enforcement**

Anthony L. Caldwell, Court Security, Kanawha County Sheriff's Law Enforcement Department, full-time employee, \$28,800.00 per year, replacing Justin Mullins, effective December 16, 2015  
The Honorable John Rutherford, Sheriff

**CHANGE OF EMPLOYMENT STATUS**

**Sheriff's Legal Process**

Justin C. Mullins, from Law Enforcement Civilian to Legal Process, full-time employee, Kanawha County Sheriff's Legal Process Department, \$31,990.00 per year, replacing Sam Holcomb, effective December 16, 2015  
The Honorable John Rutherford, Sheriff

**AGENDA ITEMS**

**5:00 P.M.**

Presentation for Deputy of the Year  
The Honorable John Rutherford, Sheriff

Presentation from the Clay Center for the Arts and Sciences of West Virginia concerning renovations of the Children's Museum  
Commissioner Dave Hardy  
Al Najjar, President & CEO, Clay Center

Discussion regarding additional expected cost for primary ballots over and above what was previously budgeted, to include but not be limited to discussion regarding allocated additional budget funds for the election fund

Commission President Kent Carper  
The Honorable Vera J. McCormick, County Clerk  
Kim Fleck, Director of Finance

Discussion regarding the recent annexation by the City of Saint Albans of three properties (Anne Bailey Elementary, the Amandaville Court housing complex, and the City Transfer Station), as well as portions of Route 60 and Route 817, to include discussion regarding the City of Saint Albans' request that the County Commission enter an Annexation Order pursuant to W.Va. Code 8-6-4(g)

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

Discussion regarding proposal to allocate \$100,000 to Yeager Airport for any and all needs created by the Failure of Mechanically Stabilized Earth Retention Structure from Emergency Fund

Commission President Kent Carper  
 Commissioner Henry C. Shores  
 Commissioner Dave Hardy  
 Terry Sayre, Director, Yeager Airport

Discussion regarding letter received from the State of West Virginia Tax Commissioner certifying that Sallie Robinson, Assessor of Kanawha County, has substantially compiled with the "assessor's additional duties" as delineated in West Virginia Code §7-7-6a, which entitles her to the additional compensation of \$15,000 as provided in West Virginia Code §7-7-6b

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

Kanawha County Commission meetings through January, 2015

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

DATE	TIME
Thursday, January 7, 2016	8:30 a.m.△
Thursday, January 28, 2016	5:00 p.m.◆

- △ Regularly Scheduled Commission Meeting
- ◆ Board of Review and Equalization Meeting and Commission Meeting

**AGENDA SETTING**

**6:00 P.M. PUBLIC HEARING**

In the matter of the property owned by Derrick Properties Incorporated and Estate of Jerry Wayne Derrick, and Barbara Gwyn Pennington, Amy Darlene Derrick Ellison and Jheri Jene Derrick Collins, as beneficiaries

**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**

Objections and Exceptions

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 Dismissing Objections (Estate of Jacqueline B. Moody)

**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>
Ratify PO – Kanawha County Board of Education	Capital High School	\$33,000.00	Contribution for Capital High School training facility
Astar Abatement	Kanawha Co. Commission	\$5,049.45	Services rendered for demolition at Keystone Drive/Yeager Airport
Finley Fire Equipment Co., Inc.	East Bank VFD	\$12,000.00	10 fire and extrication gloves; five SCBA cylinders and valves; four fire helmets; four fire bunker coats; four fire bunker pants
Finley Fire Equipment Co., Inc.	Charleston Fire Dept.	\$1,084.00	Eight Scott Epic voice amplifiers
Prime Safety LLC	Charleston Fire Dept.	\$10,635.00	One Drager 9000 thermal imaging camera \$9,607 and one Drager Pac HCN monitor \$928.01
Dill's Fire & Safety Equipment Co., Inc.	Loudendale VFD	\$11,000.00	Two MSA G1 SCBA's with extra carbon spare cylinder \$5,500 ea; brand specific sole source provider
Dill's Fire & Safety Equipment Co., Inc.	Glasgow VFD	\$27,500.00	Five MSA SCBA's with extra carbon spare cylinders \$5,500 ea; brand specific to be compatible with existing equipment
Pullin, Fowler, Flanagan, Brown & Poe	Sheriff's Tax Office	\$7,000.00	Legal services for Kanawha County Sheriff's Tax office
Electronic Communications of WV, Inc.	Sheriff's Law Enforcement	\$5,022.00	3 each Kenwood TK-5830 UHF (380-470MHz), 45 watts P-25 conventional/trunking capable interoperable radio \$749.00 ea; 3 each KPT-300LMC license management client \$0.00; 3 each L-5000 KPT-300LMC license key \$0.00; 3 each KPG-D1NK license key for KPG-D1NK programming software \$80.00 ea; 3 each KWD-5100CV license key for P25 Conventional \$430.00 ea; 3 each KWD-5101TR license key for P25 Phase 1 trunking \$415.00 ea (requires KWD-5100CV)

Galls, LLC	Sheriff's Law Enforcement	\$10,000.00	Miscellaneous uniform items and services for the Kanawha County Sheriffs office Law Enforcement Division
Allens Auto Parts & Repair	Sheriff's Law Enforcement	\$30,000.00	Miscellaneous parts and repairs for department fleet per contract
Stephens Auto Center	Sheriff's Law Enforcement	\$177,324.00	6 each 2016 Ford Police Interceptor Utility/Black in color \$29,554.00 ea; with following options: "Ready for the Road" police package 25 \$2,902.00; dark car feature \$17.00; LED Spot lamp \$154.00; SYNC basic \$251.00; rear view camera \$208.0; rear window power delete \$22.00; red/white dome lamp in cargo area \$43.00; BLIS package \$417.00; VSO – All Blue LED front/rear \$22.00
Dana Safety Supply Inc.	Sheriff's Law Enforcement Div.	\$39,174.60	Forty-eight (48) each Seraph II K9 carrier with Seraph Ballistic panels, Level II with two ID \$812.70 ea; shipping and handling \$165.00
Fire Chasers Fire Equipment	Cabin Creek VFD	\$12,966.50	27 4-inch rubber fire supply hose 100 ft. with storz coupling \$397.90 ea; 1 Kochek storz to straight swivel female 4-inch storz to 2-inch female NST \$99.00 ea; 1 Kochek storz to straight rigid female 4-inch storz to 4-inch female NST \$105.00; 1 Kochek storz to straight rigid female 5-inch storz to 4-inch female NST \$130.00 ea; 1 Storz cap with chain 4-inch \$40.00 ea; 1 gate valve with 25 degree elbow 60inch handle NST \$695.00 ea; 3 4-inch rubber fire supply hose 50 ft. storz coupling red \$226.50 ea; 2- 4inch rubber supply hose 25 ft. storz coupling red \$170.00 ea
Kanawha County Sheriffs Dept.	Sheriff's Law Enforcement Div.	\$7,540.48	Heat reimbursements
JP Morgan Chase Bank, NA	Kanawha Co. Commission	\$460,920.61	Semi-annual bond debt service for the W Kent Carper Justice & Public Safety Complex; Principal \$381,543.34; Interest \$79,377.27

**AGENDA**  
**Meeting of December 8, 2015**  
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Finley Fire Equipment Company, Inc.	Cedar Grove VFD	\$7,440.00	Ten Scott 2.2 30 minute carbon cylinders and valves – brand specific with sole source provider
Rocky Fork Enterprizes LLC	Sheriff's Law Enforcement Div.	\$24,045.35	7 each 48: SoundOff Enforce Dual Color Light Bars \$1,627.00 ea; 2 each SoundOff Enforce Interior dual color light bar \$899.00 ea; 1 each SoundOff Enforce interior single color light bar w/TA \$483.25; 32 each SoundOff Enforce Ball Mount Blue LED lights \$120.00 ea; 18 each SoundOff Enforce Ball Mount blue/white LED Lights \$140.00 ea; 2 Each 10' hideaway LED – Blue \$78.00 ea; 2 each 25' Hideaway LED – Blue w/Bezel \$100.00 ea; 4 each Recess mount blue/white \$120.00 ea; 1 each 400 Series Handheld programmable Siren \$386.40; 1 each 100 Watt Speaker \$182.70; 18 Each SoundOff Intersector Blue LED 180 w/Mounts \$145.00 ea; Sole Source Provider
Green Valley Consulting	Sheriff's Tax Office	\$5,000.00	Annual maintenance of Sophos Firewall \$2,045; annual maintenance of antivirus services \$2,955

**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 2015-2016 budget revision*):**

Vendor	Department	Amount	Comments/Description
Walker Engine Power	Kanawha Co. Commission	\$85,464.00	Provide and install a Caterpillar C9 300kW Diesel Generator, Emergency standby, 300 KW, 350KkVA, 120/208 Volt, Three Phase, 60Hz in a Sound Attenuated Enclosure on a 24-hour tank for the Kanawha County Commission courthouse
United Bank	Sheriff's Tax Office	\$8,000.00	Bank fees and service charges

## **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 December 8, 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 December 8, 2015*)**

**The Honorable Vera J. McCormick, County Clerk**

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

**The Honorable Vera J. McCormick, County Clerk**

**New Employee: Marliese Sigman, Deputy Clerk, Recording Department, Kanawha County Clerk's office, part-time employee, \$15.00 per hour, effective January 4, 2016**

**New Employee: Ashlee M. Lambert, Assistant Prosecuting Attorney, Kanawha County Prosecuting Attorney's office, full-time employee, \$53,000.00 per year, replacing John Hardison, effective January 1, 2016**

**New Employee: Anthony L. Caldwell, Court Security, Kanawha County Sheriff's Law Enforcement Department, full-time employee, \$28,800.00 per year, replacing Justin Mullins, effective December 16, 2015**

**Change in Status: Justin C. Mullins, from Law Enforcement Civilian to Legal Process, full-time employee, Kanawha County Sheriff's Legal Process Department, \$31,990.00 per year, replacing Sam Holcomb, effective December 16, 2015**

**Approval of the Erroneous Assessments submitted by the Kanawha County Assessor (decrease \$28,764.95)**

**Marc Slotnick, County Attorney**

**Order Authorizing the President of the Kanawha County Commission to Execute a Grant Application for the Federal Emergency Management Agency Hazard Mitigation Grant Program WV-DR4210-001**

**Order authorizing the President of the Kanawha County Commission to sign a Resolution for the West Virginia Hazard Mitigation Grant Program**

**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 \$238.16**

**Order Authorizing the President of the County Commission to sign "Letter of Credit Payment Request – Federal Emergency Management Agency Hazard Grant, in the amount \$35,009.84**

**Order adopting the Employee Guidelines for the Kanawha County Commission**

**Authorization for the President of the Kanawha County Commission to Sign Service Agreements between the Kanawha County Commission and Waste Management**

**Jerie Whitehead, Purchasing Director**

**Order Authorizing the President of the Kanawha County Commission to execute a Courthouse Facilities Improvement Authority Grant Contract for \$40,000 for the 2016 Grant Funding Cycle**

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

**Order Authorizing the President of the Kanawha County Commission to execute the "Letter Agreement" between the Kanawha County Office of Emergency Services and the West Virginia Division of Highways Advanced Traffic Management System Public Data Feed**

**Order authorizing the President of the Commission to sign a lease agreement with Systematic Document Solutions for a Lanier MPC5503 Digital Copier for the Commission Office**

**Jennifer Sayre, County Manager**

Order authorizing the President of the Commission to sign group application update for Highmark Blue Cross Blue Shield to implement Emergency Room Co-Pay of \$100.00

Jennifer Sayre, County Manager

**1. Fiscal Year 2015-2016 Journal Voucher Entry**

**EXPENDITURES:**

001-700.00-1-08.01	Sheriff LED - Overtime	(4,807)
001-430.00-5-68.35	Comm Dev - Countywide Cleanup	4,807

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

**REVENUES:**

090-366-0-00.00	Capital Equipment – Misc Revenue	64,242
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**EXPENDITURES:**

090-401.00-4-57.01	Capital Equip – Co Comm Capital Bldgs	64,242
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**3. Fiscal Year 2015-2016 Sheriff's Accident Photo Fund Line Item Revision**

**REVENUES:**

020-380-0-00.00	Accident Photo - Contributions	39,175
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**EXPENDITURES:**

020-700.00-3-41.00	Accident Photo Supplies & Materials	39,175
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**4. Fiscal Year 2015-2016 General Fund Line Item Revision**

**EXPENDITURES:**

001-404.00-2-18.00	SHERIFF TAX - POSTAGE	(43,000)
001-404.00-2-30.00	SHERIFF TAX - CONTRACTED SERVICES	38,000
001-404.00-3-41.00	SHERIFF TAX - SUPPLIES & MATERIALS	5,000

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

JP Morgan Chase Bank, NA, in the amount of \$460,920.61 for Semi-annual bond debt service for the W Kent Carper Justice & Public Safety Complex

**Ratification of Documents processed at the November 19, 2015 meeting:**

Authorization for the President of the Kanawha County Commission to Sign a Lease Agreement between the Kanawha County Commission & Leaf Capital Funding

Purchase order: Sutphen Corporation amount changed from \$6,163.00 to \$7,956.88 for repair damaged pump and replace exhaust for Institute VFD per Fire Service Supplemental Appropriation Fund letter of Intent dated 3/19/15

Purchase order: Harris Brother Roofing Company, Inc., in the amount of \$80,784.00, to replace the roof on the Chesapeake City Hall building

Emergency check: Board of Education in the amount of \$16,500.00 for contribution for Capital High School Training Facility

**Ratification of Emergency check processed off the bench on November 20, 2015:**

Richard & Angela Hill, in the amount of \$796.20, for reimbursement for costs associated with Sheriff's tax lien sale