

KANAWHA COUNTY COMMISSION

AGENDA

Thursday, January 28, 2016

5:00 P.M. CALL TO ORDER

Pledge of Allegiance
Commissioner Kent Carper

Moment of Silence and Recognition

MINUTES

Approval of the Minutes of the Regular Commission Meeting of
January 7, 2016

RESOLUTION/PROCLAMATION

NEW EMPLOYEES

County Clerk

Garland Underwood, Deputy Clerk, Kanawha County Clerk/Voter's
Registration office, part-time employee, \$12.00 per hour, effective
February 1, 2016

The Honorable Vera J. McCormick, County Clerk

Sheriff – Law Enforcement

Jonathan David Endicott, Kanawha County Deputy Sheriff,
Kanawha County Sheriff's Law Enforcement Department, full-time
employee, \$38,000.00 per year, replacing Abigail Cosby, effective
February 1, 2016

The Honorable John Rutherford, Sheriff

CHANGE OF EMPLOYMENT STATUS

Assessor

Lisa A. Skiles, Real Estate, from Part-time to Full-time employee, Kanawha County Assessor's office, \$25,000.00 per year, replacing Andrew Brown, effective November February 1, 2016
The Honorable Sallie Robinson, Assessor

AGENDA ITEMS

5:00 P.M.

Discussion regarding Self-Imposed Moratorium on Community and Recreational Contribution prior to a Primary and General Election, which would exclude current/pending requests

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

Discussion regarding Winter Storm Jonas and the activation of the Emergency Operations Center and response to the event

Commission President Kent Carper
Jennifer Sayre, County Manager
CW Sigman, Deputy Director of Emergency Management

Discussion and update regarding FY2016-2017 Budget Preparation

Commission President Kent Carper
Jennifer Sayre, County Manager
Julianne Bowyer, Financial Coordinator

Discussion regarding letter from Sallie Robinson, Assessor, in reference to Completion of Property Books, requesting permission to continue adding information on property books until the Board of Equalization and Review is adjourned *sine die*

Commission President Kent Carper
Commissioner Henry C. Shores
Commissioner Dave Hardy
The Honorable Sallie Robinson, Assessor

Discussion regarding request for funding from United Food Operation; United Food Operation is a non-profit, volunteer organization that has served Kanawha and Putnam Counties for 34 years to supply food to 12 food pantries

Commission President Kent Carper

Elaine A. Harris, Chairperson, United Food Operation

Discussion and update regarding Charleston Regional Spay Neuter Center to include discussion regarding additional funding in the amount of \$25,000.00

Commission President Kent Carper

Commissioner Henry C. Shores

Commissioner Dave Hardy

Lisa Mitchell, President, Charleston Regional Spay Neuter Center

Amanda Barron

Discussion regarding Kanawha County's Legislative Agenda and update on legislation introduced during the 2016 Legislative Session

Commission President Kent Carper

Commissioner Henry C. Shores

Commissioner Dave Hardy

Jennifer Sayre, County Manager

Andrew Gunnoe, Deputy County Manager

Discussion and update regarding Web EOC to include but not be limited to approval to move forward with subscription GSA contract for Web EOC Mapper \$97,915.80 with 3-year maintenance and support

Commission President Kent Carper

Jennifer Sayre, County Manager

Dale Petry, Emergency Management Director

Mike Oakley, Enforcement Liaison

Brooke Hylbert, Agency Coordinator, Metro 911

Russell Emrick, Deputy Director, Metro 911

Discussion regarding the emergency need for a roof on the East Bank Fire Department Building in the amount of \$15,000.00 (pending receipt of bid)

Commissioner Dave Hardy

Andrew Gunnoe, Deputy County Manager

C. W. Sigman, Fire Coordinator

Discussion and update regarding the financial situation of the Kanawha County Solid Waste Authority, to include discussion of financial assistance to the Authority in an approximate amount of \$25,000.00

Commissioner Dave Hardy
 James Young, Director
 David Armstrong, Board Member

Discussion and review of proposed Kanawha County Post Mine Land Use Master Plan for possible adoption by the Kanawha County Commission (recommended for adoption by Kanawha County Planning Commission on January 13, 2016)

Commissioner Kent Carper
 Commissioner Henry C. Shores
 Commissioner Dave Hardy
 Rachel Lester, WV Division of Energy, Office of Coalfield Community Development
 John Luoni, County Engineer

Kanawha County Commission meetings through February, 2016

Commissioner Kent Carper
 Commissioner Henry C. Shores
 Commissioner Dave Hardy

DATE	TIME
Tuesday, February 2, 2016	8:30 a.m.≈
Thursday, February 4, 2016	5:00 p.m.≈
Tuesday, February 9, 2016	8:30 a.m.≈
Thursday, February 11, 2016	5:00 p.m.≈*
Tuesday, February 16, 2016	8:30 a.m.◆
Thursday, February 18, 2016	5:00 p.m.≈●

- △ Regularly Scheduled Commission Meeting
- ≈ Board of Review and Equalization Meeting
- ◆ Board of Review and Equalization Meeting and Commission Meeting
- * Mineral meeting
- Board of Review and Equalization– Adjourn Sine Die

AGENDA SETTING

Request from Town of Pratt for new kitchen in the amount of \$10,000.00 with matching grant from State of approximately \$27,500.00 (total cost is \$45,000.00)

Commissioner Dave Hardy

PUBLIC HEARING

PUBLIC COMMENT

COUNTY MANAGER'S REPORT

DIRECTOR OF FINANCE'S REPORT

COUNTY ATTORNEY'S REPORT

STAFF REPORTS

NEW BUSINESS

FIDUCIARY

Objection and Exceptions

Order Admitting Estate to Probate (Estate of Frederick S. Holz, Sr.

Order Admitting Will to Probate (Estate of Fred Moses Zegeer)

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 Emma L. Cox aka Emma Lea Cox)

Order Declaring Re-Opened Estate Closed (Estate of Betty Jean Dillon)

Order Declaring Re-Opened Estate Closed (Estate of Rose Marie Dolin)

Order Declaring Re-Opened Estate Closed (Estate of Linda Eileen Hannon)

Order Referring to a Fiduciary Commissioner (Estate of Kathleen A. Kissamore)

Order Referring to a Fiduciary Commissioner (Estate of Phil Gordon Pauley)

Recommended Order of Fiduciary Commissioner (Estate of Ruth Hurst Bowyer)

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
Galls, LLC	Sheriff's Law Enforcement Div.	\$7,485.00	10 each point blank Alpha Elite IIIA body armor \$745.00 ea; and 1 each shipping and handling \$35.00. State contract from Division of Corrections COR61602
Finley Fire Equipment Company, Inc.	Pinch VFD	\$10,148.00	2 TFT Relief Valve AB1st \$1,240.00 ea; 3 5-inch hoe 23150100AT Megaflo breather 100 ft. section color red \$656.00 ea; 9 5-inch hose 23150100AT Megaflow breather 100 ft sections yellow \$656.00 ea;
Rocky Fork Enterprizes LLC	Sheriff's Law Enforcement Div.	\$6,636.00	Full equipment installation on five (5) new vehicles @ \$700 ea; vinyl striping of seven (7) KCSO vehicles @ \$448 ea
Financial Stabilization Fund (058)	Kanawha Co. Commission	\$500,000.00	Transfer of funds bringing balance to \$9 Million
Metro Emergency Operation Center of Kanawha County	Emergency Services	\$61,657.20	Reimbursement of EMPG grant funds received on behalf of Metro 911

Election Capital Outlay #413	Kanawha Co. Commission	\$300,000.00	Initial contribution toward the purchase of new voting equipment
Atlantic Tactical	Sheriff's Law Enforcement Div.	\$22,905.52	1) 6 Cases Win RA556B Rifle Ranger Ammunition \$846.07 per Case/1000 rds; 2) 16 Each Ranger .45 230 gr. T-Series +P Ammunition \$216.68 per Case/500 rds; 3) 2 Each Ranger .40 154 gr. T-Series Ammunition \$181.10 per Case/500 rds; 4) 30 Each Winchester .45acp 230 gr FMJ Ammunition Part #04170 \$274.26 per Case/1000 rds; 5) 2 Each Winchester .40 S&W 180 Grain Ammunition Part #04238 \$250.46 per Case/500 rds; 6) 15 Each Winchester .223/5.56 55 gr FMJ Ammunition Part #03131 \$351.42 per Case/1000 rds. First 3 items are "Sole Source - Letter Attached" Last 3 items are "Per county bids opened January 6,2016"
Brewer & Company of WV Incorporated	Maintenance Annex	\$5,971.00	Install & test 4" Colt 300 backflow preventer, wire tampers per quote #1868
West Virginia State Treasurer's office	Sheriff's Law Enforcement Div.	\$6,375.00	Courthouse facilities improvement fund for December 2015
Finley Fire Equipment Company, Inc.	West Side/St. Albans VFD	\$30,000.00	Twelve (12) Scott Air Packs with Spare Bottles. Sole Source

Stephens Auto Center	Home Confinement	\$55,434.00	<p>1) Two (2) 2016 Ford Police Interceptor SUV'S white in color \$25,518 ea with the following options: 2) wheel covers (64B) \$51 per set OF 4; 3) interior upgrade package (65U) \$332 ea; 4) front headlamp lighting solution (66A) \$777 ea; 5) tail lamp lighting solution (66B) \$362 ea; 6) cargo area dome lamp (17T) \$43 ea; 7) pre-wiring for grill lamp, siren and speaker (60A) \$43 ea; 8) sync basic (53M) \$251 ea; 9) rearview camera (21B) \$208 ea; 10) re-mappable switches on steering wheel (61S) \$132 ea. Per WV State Contract</p>
NewTech Systems Inc.	Sheriff's Law Enforcement Div.	\$23,753.81	<p>1) 500 Each ProWatch DK-4020 NexKey Digital Proximity Card \$3.48; 2) 50 Each ProWatch KeyMate Digital Key Fob \$6.58 Above items per quote NSIQ16236 3) 1 Each ProWatch Client License Single User Software License \$1250.01; 4) 2 Each Avigilon Software Upgrade/ WinXP to WES7E Upgrade \$423.00 Ea; 5) 2 Each Avigilon Server Replacement \$9794.40 Ea Above items per quote NSIQ16267 Sole Source; Courthouse Security Grant</p>

Software House International (SHI)	Sheriff's Law Enforcement Div.	\$7,508.11	1) 4 Each Dell Precision Tower 3420 XCTO Base \$973.98 Ea Per Quote 10887607 2) 3 Each Dell Precision Tower 3420 XCTO Base \$963.83 Ea Per Quote# 10898438 3) 1 Each Dell OptiPlex 5040 \$667.59; 4) 1 Each Dell ProSupport Plus 3 year service agreement \$53.11 Per Quote# 10763588
------------------------------------	--------------------------------	------------	--

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 January 28, 2016*)

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 January 28, 2016*)

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

Appointment of Ballot Commissioners to serve for two years pursuant to W.Va. Code §3-1-19

New Employee: Garland Underwood, Deputy Clerk, Kanawha County Clerk/Voter's Registration office, part-time employee, \$12.00 per hour, effective February 1, 2016

New Employee: Jonathan David Endicott, Kanawha County Deputy Sheriff, Kanawha County Sheriff's Law Enforcement Department, full-time employee, \$38,000.00 per year, replacing Abigail Cosby, effective February 1, 2016

Change in Status: Lisa A. Skiles, Real Estate, from Part-time to Full-time employee, Kanawha County Assessor's office, \$25,000.00 per year, replacing Andrew Brown, effective November February 1, 2016

**Approval of the Erroneous Assessments submitted by the Kanawha County Assessor (decrease \$3,869.10)
Marc Slotnick, County Attorney**

**Order Authorizing the President of the Kanawha County Commission to sign a grant application for the West Virginia Division of Justice & Community Services STOP Violence Against Women (VAWA) Grant Program
Carrie Hill, Legislative Liaison/Grant Coordinator**

**Order Authorizing the President of the Kanawha County Commission to sign/execute the 2016 EMPG Grant Application
Carrie Hill, Legislative Liaison/Grant Coordinator**

Order Authorizing the President of the County Commission to sign "Letter of Credit Payment Request – Hazard Mitigation Grant Program through the Notice of Intent Disaster Mitigation 2015 Program. Request payment to pay invoices from Glen Summers Real Estate Appraisal Service for services rendered for real estate appraisals

Order Authorizing the President of the Kanawha County Commission to Execute a Grant Application and Assurances for the Federal Emergency Management Agency Hazard Mitigation Grant Program WV-DR4210-002

Order Authorizing the President of the Kanawha County Commission to Execute the AT&T Mobility Solutions Services Change Order #1

Order appointing Jesse Bailes to the Kanawha County Emergency Ambulance Authority Board of Directors, filling the unexpired term of Dr. Rahul Gupta (term to expire 6/30/16)

Order reappointing Pat Donahoe to the Kanawha County Parks and Recreation Commission (term expiring February 10, 2019)

Order reappointing Janet Drumheller to the Kanawha County Parks and Recreation Commission (term expiring February 10, 2019)

Order reappointing John Huddleston to the Kanawha County Parks and Recreation Commission (term expiring February 10, 2019)

Order reappointing Stuart Smith to the Kanawha County Parks and Recreation Commission (term expiring February 10, 2019)

Order reappointing Major General (Ret.) Allen E. Tackett to the Kanawha County Parks and Recreation Commission (term expiring February 10, 2019)

Order reappointing Doug Tench to the Kanawha County Parks and Recreation Commission (term expiring February 10, 2019)

Order setting a public hearing on February 18th at 5:00pm at the Kanawha County Courthouse, Commission Courtroom, regarding the expansion of the Union Public Service District. Order entered pursuant to Rule 7.1.a.1 of the Public Service Commission *Rules for the Government of Sewer Utilities*.

Petition for the Expansion of the Union Public Service District, filed by the District

Transfer of Ownership without Consideration to the City of Charleston to Transfer a Surplus Golf Cart

Authorization for the President of the Kanawha County Commission to Sign a Certificate of Title and Power of Attorney to Transfer Motor Vehicle Transferring a Vehicle Declared a Total Loss to Travelers Insurance

Authorization for the President of the Kanawha County Commission to Sign a Certificates of Title & Affidavits of Transfer of Ownership without Consideration Transferring Two (2) 2005 Dodge Durango's to the Kanawha County Parks & Recreation Commission

Order Authorizing the Sheriff of the County of Kanawha to transfer all remaining receipts received through December 31, 2014, from the Special Revenue FUND #004 (GENERAL SCHOOL FUND) to the General Fund #001-394-0-00.00

Kim Fleck, Director of Finance

The Revision of the Levy Estimate (Budget) for the County of Kanawha – F.Y. 2015-2016 Coal Severance Fund Budget Revision #2

The Revision of the Levy Estimate (Budget) for the County of Kanawha – F.Y. 2015-2016 General Fund Budget Revision #9

1. Fiscal Year 2015-2016 Coal Severance Fund Budget Revision #2

EXPENDITURES:

002-439.00-5-68.00	Coal Sev – Developing Projects	(4,200)
002-713.00-5-68.31	Coal Sev – Public Safety Grant- UKV Mayors	4,200

2. Fiscal Year 2015-2016 Home Confinement Fund Line Item Budget Revision

REVENUES:

008-366-0-00.00	Home Conf - Misc Revenue	1,016
-----------------	--------------------------	-------

EXPENDITURES:

008-705.00-2-17.00	Home Conf - M & R Auto	1,016
--------------------	------------------------	-------

3. Fiscal Year 2015-2016 General Fund Budget Revision #9

EXPENDITURE:

001-401.00-5-67.00	County Comm – Transfers to Other Funds	(13,000)
001-425.02-2-30.00	Project 301 – Contracted Services	8,000
001-425.02-2-15.00	Project 301 - M & R Building/Grounds	5,000

4. Fiscal Year 2015-2016 General Fund Line Item Revision

EXPENDITURES:

001-404.00-2-12.00	Sheriff Tax - Printing	(2,500)
001-404.00-2-14.00	Sheriff Tax - Travel	(2,500)
001-404.00-2-20.00	Sheriff Tax - Legal Publications	(10,000)
001-404.00-2-22.00	Sheriff Tax - Dues & Subscriptions	5,000
001-404.00-2-30.00	Sheriff Tax - Contracted Services	10,000
001-412.00-3-41.00	Ext Services - Supplies & Materials	(2,000)
001-412.00-2-19.00	Ext Services - Building/Equipment Rental	2,000
001-430.00-2-14.00	Comm Dev - Travel	(880)
001-430.00-2-17.00	Comm Dev - Maintenance & Repair Auto	880

LETTERS OF INTENT

Kanawha County Ambulance Authority in the amount of \$350,000 for contribution to purchase four (4) new ambulances

Charleston Regional Spay/Neuter Center in the amount of \$50,000.00 for contribution for a Regional Spay/Neuter Center contingent upon receipt of full funding of the Center (replaces letter of intent dated April 25, 2015, in the amount of \$25,000.00)

Ratification of Emergency checks signed off the bench on January 19, 2015:

United Bank, in the amount of \$79,004.32, for P-card payment

Astar Abatement in the amount of \$238.16, linoleum removal FEMA grant

Rodney Loftis in the amount of \$35,009.84, for FEMA demolition

BB&T in the amount of \$881.66, for sheriff credit card payment