

KANAWHA COUNTY COMMISSION Special Meeting

AMENDED AGENDA **Thursday, January 7, 2016**

8:30 A.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
December 8, 2015

RESOLUTION/PROCLAMATION

NEW EMPLOYEES

Sheriff – Law Enforcement

Dwight Daniel Meadows, Kanawha County Deputy Sheriff, Kanawha
County Sheriff's Law Enforcement Department, full-time employee,
\$38,000.00 per year, replacing Keith Washburn, effective January
16, 2016

The Honorable John Rutherford, Sheriff

Darren R. Francis, Forensic Investigator, Kanawha County Sheriff's
Law Enforcement Department, full-time employee, \$37,600.00 per
year, filling a vacant position, effective February 1, 2016

The Honorable John Rutherford, Sheriff

CHANGE OF EMPLOYMENT STATUS

AGENDA ITEMS

8:30 A.M.

Discussion regarding General and Special Meetings of 2016 and Organization of the Commission to include, but not be limited to, the selection of Commission President, President Pro tempore, and approval of Board Appointments for the Commissioners

Commissioner Kent Carper
Commissioner Henry C. Shores
Commissioner Dave Hardy
Jennifer Sayre, County Manager
Marc Slotnick, County Attorney

Discussion regarding the December 25th 2015 flood event in Kanawha County, including Kanawha County's emergency response and cleanup efforts

Commissioner Kent Carper

Discussion and vote regarding the WVU Upper Kanawha Valley Collaboration Agreement between WVU, Kanawha County, Fayette County, Smithers, and Montgomery

Commissioner Kent Carper
Rob Alsop, Vice President, Legal Affairs Administration, WVU

Discussion regarding request for a new x-ray scanning device for the Judicial Building in the amount of \$69,900.00

Commissioner Kent Carper

Discussion regarding Kanawha County Sheriff's Tax Office Protocol on Tax Collections with regarding to Bankruptcy filings

Commissioner Kent Carper
Allen Bleigh, Chief Tax Deputy

Discussion regarding proposal to allocated \$350,000 from carryover funds to the Kanawha County Emergency Ambulance Authority for the purchase of 4 ambulances

Commissioner Kent Carper
Commissioner Henry C. Shores
Commissioner Dave Hardy
Jennifer Sayre, County Manager
Kim Fleck, Finance Manager
Joe Lynch, Executive Director, KCEAA
John Shaheen, CPA, KCEAA

Discussion regarding Metro 911 Legislative Agenda
Commissioner Kent Carper
Commissioner Henry C. Shores
Commissioner Dave Hardy
Carrie Hill, Legislative Liaison/Grant Coordinator

Discussion and update regarding 2016 Legislative Agenda
Commissioner Kent Carper
Commissioner Henry C. Shores
Commissioner Dave Hardy
Carrie Hill, Legislative Liaison/Grant Coordinator

Discussion to transfer \$300,000 from carryover funds to the
Election Capital Outlay Fund #413 for the purpose of setting aside
funding for the future purchase of voting equipment
Commissioner Kent Carper
Commissioner Henry C. Shores
Commissioner Dave Hardy

Discussion regarding authorizing the State Property Tax
Department to continue to work with mineral values for 2015 tax
year until Commission Sine Die on February 18, 2016
Commissioner Kent Carper

Discussion regarding fiscal year 2016-2017 Budget including
deadlines
Commissioner Kent Carper
Commissioner Henry C. Shores
Commissioner Dave Hardy
Kim Fleck, Director of Finance

Discussion regarding transferring \$500,000 from the General Fund
to the Financial Stabilization Fund, bringing the total balance for the
Financial Stabilization Fund to \$9 million
Commissioner Kent Carper
Commissioner Henry C. Shores
Commissioner Dave Hardy

Kanawha County Commission meetings through February, 2016
 Commissioner Kent Carper
 Commissioner Henry C. Shores
 Commissioner Dave Hardy

DATE	TIME
Thursday, January 28, 2016	5:00 p.m.◆
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

9:00 A.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 Ellision and Jheri Jene Derrick Collins, as beneficiaries

PUBLIC COMMENT

COUNTY MANAGER’S REPORT

DIRECTOR OF FINANCE’S REPORT

COUNTY ATTORNEY’S REPORT

STAFF REPORTS

NEW BUSINESS

FIDUCIARY

Final Order (Estate and Will of Peggy D. Lee)

Objections and Exceptions

Order Admitting Estate to Probate (Estate of Michael Bird)

Order Admitting Will to Probate (Estate of Reba Fay Mooney)

Order Declaring Re-Opened Estate Closed (Estate of Mary Sayre Aultz)

Order Declaring Re-Opened Estate Closed (Estate of Eldridge Matthew Casdorff)

Order Declaring Re-Opened Estate Closed (Estate of Angela Rane Casto)

Order Declaring Re-Opened Estate Closed (Estate of Aubrey D. Cormany)

Order Declaring Re-Opened Estate Closed (Estate of Ferdinand Arnold Decker)

Order Declaring Re-Opened Estate Closed (Estate of Janet Claxton Follick)

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
WV Regional Jail & Correctional Facility (increase PO \$1,937,937.60 to bring PO to total budgeted amount for FY 2015-2016)	Kanawha Co. Commission	\$4,500,000.00	FY 2015-2016 Jail bills \$2,562,062.40. Increase PO 1/7/16 for jail bills for the remainder of the fiscal year \$1,937,937.60

Advantage Technology LLC	Sheriff's Tax Office	\$14,225.00	One (1) Dell Compellent SCv2000 24TB Capacity 7.2K NL SAS 12x 2TB per quote 4651
Rocky Fork Enterprizes LLC	Sheriff's Law Enforcement Div	\$18,615.44	8 each Setina TPO rear seating w/center pull seat belts \$775.00 ea; 8 each Setina Prisoner Partition w/lower panels \$693.13 ea; 8 each Setina cargo petition w/expanded metal \$418.80 ea; 8 each push bumpers w/rectangular wings \$440 ea; sole source
Finley Fire Equipment Company, Inc.	Charleston Fire Dept.	\$14,160.00	20 Spare SCBA cylinders per quote #PJ 0000564 for the Charleston Fire Department per FY 2015-2016 general fund letter of intent
Software Computer Group	Circuit Clerk	\$5,434.60	Fifteen (15) HP desktop printers model P2035 (installed and configured with AS400 System \$356.24 ea
Kanawha-Charleston Humane Association	Kanawha Charleston Humane Assoc.	\$84,042.41	Reimbursement for the following: utilities, M&R Auto, Professional services; supplies and materials; supplies, food and drug; and contributions
Galls LLC	Sheriff's Law Enforcement Div.	\$33,000.00	Miscellaneous uniform items and services including new jackets for KCSO law enforcement division. State contract Division of Corrections COR61602 "Catalog Contract"
West Virginia Radio Corp	Sheriff's Tax Office	\$15,580.00	PSA's for tax collection dates/deadlines
Pitney Bowes	Sheriff's Tax Office	\$60,000.00	Rental/lease of mailer, folder/inserter, binder & RISA printer for the Sheriff's Tax Office
Gray Television Group Inc.	Sheriff's Tax Office	\$6,970.00	PSA tax ads

■ Rodney Loftis & Son	Kanawha Co. Commission	\$74,768.10	Keystone Drive Site (Yeager Airport)
■ Finley Fire Equipment Company, Inc.	Cedar Grove Volunteer Fire Dept.	\$9,560.00	Bunker gear per Public Safety Grant
■ Stephens Auto Center	Sheriff's Legal Process	\$29,459.00	One 2016 Ford Police Interceptor SUV Black per WV State Contract
■ Pitney Bowes	Circuit Clerk	\$65,000.00	Postage for the Circuit Clerk's office

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
Yeager Airport	Kanawha Co. Commission	\$100,000.00	Contribution to cover additional needs associated with the failure of the mechanically stabilized earth retention structure
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 January 7, 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 7, 2016*)

The Honorable Vera J. McCormick, County Clerk

New Employee: Dwight Daniel Meadows, Kanawha County Deputy Sheriff, Kanawha County Sheriff's Law Enforcement Department, full-time employee, \$38,000.00 per year, replacing Keith Washburn, effective January 16, 2016

New Employee: Darren R. Francis, Forensic Investigator, Kanawha County Sheriff's Law Enforcement Department, full-time employee, \$37,600.00 per year, filling a vacant position, effective February 1, 2016

**Organization of the Commission
Commissioner Kent Carper
Commissioner Henry C. Shores
Commissioner Dave Hardy
Jennifer Sayre, County Manager**

**Notice of General and Special Meetings of the County Commission of Kanawha County
Marc Slotnick, County Attorney**

**Approval of the Erroneous Assessments submitted by the Kanawha County Assessor (decrease \$475,283.89)
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**

**Notice of the Kanawha County Commission Sitting as a Board of Review and Equalization for Consideration of 2015 Tax Assessment Appeals
Marc Slotnick, County Attorney**

**Order ratifying the President's signature on Walker Engine Power Contract to install Caterpillar C9 300 KW Diesel Generator
Jennifer Sayre, County Manager**

Order Authorizing the Clerk of the County Commission to issue a check in the amount of \$729.05 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 \$156.17 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 \$284.62 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 \$1,084.50 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 14-VAW-026

Carrie Hill, Legislative Liaison/Grant Coordinator

Authorization for the President of the County Commission to sign Subscription Plan Amendment with Lexis/Nexis

Andrew Gunnoe, Deputy County Manager

Order reappointing Lee Diznoff to the Kanawha County Public Defender Corporation 13th Judicial Circuit Board of Directors (term expiring 11/18/2020)

Order reappointing Steve Reynolds to the Kanawha County Planning Commission (term expiring 12/31/18)

Order reappointing Brenda Thomas to the Regional Development Authority of Charleston (term expiring 1/10/19)

Order reappointing Michael Clowser to the Regional Development Authority of Charleston (term expiring 1/10/19)

Order reappointing Mike Reed to the Regional Development Authority of Charleston (term expiring 1/10/19)

Order Increasing Employer Health Insurance Premiums for Metro 911 and Re-Appraisal to reflect Approximate COBRA Rates as Budgeted for the Fiscal Period 2016-17

Kim Fleck, Director of Finance

Order authorizing and approving the Manual Journal Entries as set forth in 12/17/2015 Memorandum from Kim Lutz, Director of Accounting

Kim Fleck, Director of Finance

The Revision of the Levy Estimate (Budget) for the County of Kanawha – F.Y. 2015-2016 General Fund Budget Revision #8

Order Approving the Street Closing Application by William Lynch for closing a portion of Third Street which runs alongside of Williams Drive outside Nitro City Limits, located at Union District, Tax Map 15A, below Tax Parcels 224, 226, and 227, in Kanawha County, WV. The portion of Third Street which runs between Mr. Lynch's property and Williams Drive will become part of Mr. Lynch's Tax Parcel. (Note 1: This application was unanimously approved by the Kanawha County Commission on November 19, 2015). (Note 2: The portion of Third Street which runs behind John Weaver's Tax Parcel will become part of his existing Tax Parcel.)

John Luoni, County Engineer

1. Fiscal Year 2015-2016 Emergency Response Fund Line Item Budget Revision

REVENUES:

021-382.00-0-00.00	Emergency Resp - Ref/Reimb	251,194
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EXPENDITURES:

021-401-00-3-41.00	Emergency Resp - Supplies	251,194
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2. Fiscal Year 2015-2016 General Fund Budget Revision #8

REVENUE:

001-323-0-27.00	State Grant - Records Management & Preservation	16,541
001-323-0-00.00	State Grant	61,658
001-322-0-03.00	Federal Grant - VOCA	3,000
001-388-0-00.00	Transfers from other funds	500,000

EXPENDITURE:

001-402.00-1-09.00	County Clerk - Temporary Salaries	9,289
001-402.00-1-04.00	County Clerk - FICA	711
001-402.00-3-41.01	County Clerk - Equipment	6,541
001-711.00-5-68.00	Emer Serv - Contributions	61,658
001-442.03-1-03.01	Fed Grant- Voca Fulltime Salaries	2,455
001-442.03-1-04.00	Fed Grant- VOCA FICA	189
001-442.03-1-06.00	Fed Grant - VOCA Retirement	356
001-696.00-5-67.00	Transfer to Stabilization	500,000

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

EXPENDITURES:

001-401.00-5-67.00	Co Comm - Transfers to other Funds	(500)
001-401.00-2-17.00	Co Comm - M & R Auto	500



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

Pitney Bowes in the amount of \$65,000.00, postage for the Circuit Clerk's office

Ratification of Check Registers processed off the bench on December 16, 2015:

Order Confirming and Approving Cash Disbursements to be made by the Clerk of the Kanawha County Commission for the General Fund

Order Confirming and Approving Cash Disbursements to be made by the Clerk of the Kanawha County Commission for Special Funds

- **AND BOLD DENOTES CHANGE TO THE AGENDA (Example, typographical error, addition, change and/or omission from first version of Agenda)**