

KANAWHA COUNTY COMMISSION

AGENDA

Thursday, March 10, 2016

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 Special Commission Meeting of
February 16, 2016

Approval of the Minutes of the Special Commission Meeting of
February 18, 2016

Approval of the Minutes of the Board of Review and Equalization
Meeting of February 18, 2016

Approval of the Minutes of the Special Commission Meeting of
February 23, 2016

RESOLUTION/PROCLAMATION

Resolution - West Virginia Certified Development Community (CDC)
Program Resolution of Participation and Cooperation for Charleston
Area Alliance

Resolution Honoring George Washington High School Varsity
Volleyball Team 2015 State Champions

Commissioner Henry C. Shores

Missy Smith, Head Coach

Tom Raker, Assistant Coach

Dan Shreve, Assistant Coach

NEW EMPLOYEES

Prosecuting Attorney

Teresa A. Withrow, Legal Assistant, Kanawha County Prosecuting Attorney's office, full-time employee, \$25,000.00 per year, replacing Jane Markins, effective March 16, 2016

The Honorable Charles T. Miller, Prosecuting Attorney

Sheriff's Law Enforcement

Brian W. Jones, Bailiff, Kanawha County Pilot Domestic Violence Court (grant position), Kanawha County Sheriff's Law Enforcement Department, \$15.50 per hour not to exceed 24 hours per week, part-time employee, effective March 16, 2016

The Honorable John D. Rutherford, Sheriff

CHANGE OF EMPLOYMENT STATUS

AGENDA ITEMS

5:00 P.M.

Discussion regarding a cooperative agreement between Kanawha County, the West Virginia State Conservation Agency, and the Capitol Conservation District, whereby the parties agree to work together to prioritize stream restoration projects with the intent of reducing flooding in Kanawha County

Commission President Kent Carper

Chuck Grishaber, Flood Plain Manager

Further discussion regarding any and all matters related to the Fiscal Year 2016-2017 Budget, to include budget presentations from:

- Kanawha Valley Senior Services - Paulette Justice, Executive Director
- WVU Extension Service, John Porter - Assistant Professor/Extension Agent
- Chemical Alliance Zone - Kevin Digregorio, Ph.D., Executive Director
- Kanawha-Charleston Board of Health - Michael Brummage, M.D., MPH, FACP, Executive Director/Health Officer; and Lolita Kirk, Administrator
- Charleston Area Alliance - Matthew Ballard, President and CEO
- Camp Virgil Tate - Joan Baldwin, Vice-President; and Kim Bills, Manager
- Kanawha-Charleston Humane Association – Chelsea Staley, Director
- Kanawha County Parks & Recreation – Jeff Hutchinson, Director
 - Commission President Kent Carper
 - Commissioner Henry C. Shores
 - Commissioner Dave Hardy
 - Kim Fleck, Director of Finance
 - Jennifer Sayre, County Manager
 - Andrew Gunnoe, Deputy County Manager

Continued discussion regarding FY2014-2015 Audit to include but not be limited to discussion regarding component units

Commission President Kent Carper
Commissioner Henry C. Shores
Commissioner Dave Hardy
Kim Fleck, Director of Finance
Jennifer Sayre, County Manager

Discussion and update regarding 2016 Legislative Agenda

Commission President Kent Carper
Commissioner Henry C. Shores
Commissioner Dave Hardy
Andrew Gunnoe, Deputy County Manager
Carrie Hill, Legislative Liaison/Grant Coordinator

Discussion regarding Purchase Order for the East Bank Fire Department Roof in the amount of \$20,181.00

Commission President Kent Carper
Jennifer Sayre, County Manager
Jerie Whitehead, Purchasing Director

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

DATE	TIME
Tuesday, March 22, 2016	8:30 a.m.
Tuesday, April 12, 2016	5:00 p.m.
Tuesday, April 19, 2016	8:30 a.m.*
Thursday, May 5, 2016	5:00 p.m.
Tuesday, May 17, 2016	12:00 p.m.

*The 2016-2017 Kanawha Co. Levy Rate will be set at this meeting

Discussion regarding Election and important dates
Commission President Kent Carper

DATE	TIME	EVENT/LOCATION
Tuesday, April 19, 2016	9:30 a.m.	Public Test, Early Voting, Voter's Registration Office
Wednesday, April 27, 2016 through Saturday, May 7, 2016	Mon. - Fri. 8:00am-5:00pm; & Sat. 9:00am-5:00pm	Early Voting for Primary Election
Tuesday, May 3, 2016	8:30 a.m.	Public Test, Christopher Street and Voter's Registration Office
Monday, May 9, 2016	7:00 a.m. – 4:00 p.m.	Voting Supplies, Voter's Registration Office
Tuesday, May 10, 2016	6:30 a.m. to 7:30 p.m.	Primary Election Day
Monday, May 16, 2016	8:30 a.m.	Canvass, Voter's Registration Office
Tuesday, May 17, 2016	7:00 a.m.	Canvass, Voter's Registration Office

PUBLIC COMMENT

COUNTY MANAGER'S REPORT

DIRECTOR OF FINANCE'S REPORT

COUNTY ATTORNEY'S REPORT

STAFF REPORTS

NEW BUSINESS

FIDUCIARY

Administrative Closing Order (Courtney Brooke Parks, Ward)

Objections and Exceptions

Order (Estate of Charles F. Hailer)

Order Declaring Re-Opened Estate Closed (Estate of Eula A. Allison)

Order Declaring Re-Opened Estate Closed (Estate of Helen Pearl Blair)

Order Declaring Re-Opened Estate Closed (Estate of E. Ruth Boggs aka Emma Ruth Boggs)

Order Declaring Re-Opened Estate Closed (Estate of Laurel Edwards Brooks)

Order Declaring Re-Opened Estate Closed (Estate of Wilbur Edwin Cox, II)

Order Declaring Re-Opened Estate Closed (Estate of Nelson Lee Davis, Jr.)

Order Declaring Re-Opened Estate Closed (Estate of Elnora Courtney Taylor)

Petition and Final Order to Probate in Solemn Form (The Estate and Will of Jackie J. Squires)

Petition and Final Order to Probate in Solemn Form (The Estate of Betty Jane Butler)

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
Harris Brother Roofing Co Inc.	Kanawha Co. Commission	\$80,784.00	Increase Original PO \$180 to replaced damaged decking at \$10 per sq. ft. – Chesapeake City Hall Building
T-Center, Inc.	Kanawha Co. Commission	\$5,000.00	Contribution per letter of intent
Leadsonline.com	Sheriff's Law Enforcement Div.	\$5,890.00	1 each LeadsOnline PowePlus Investigation System Service Package – renewal contract dates: 5/1/16-4/30/17
InterMedix	Kanawha Co. Commission	\$84,807.00	1) WebEOC Professional V7 (Sub, 3 Admin, 250 users \$25,500; 2) WebEOC Mapper Professional \$8,675; 3) Solution Services Project Milestone I \$20,200; 4) Solutions Services Project Milestone II \$14,250; 5) Solutions Services Project Milestone III \$8,500; 6) Travel & Per Diem Milestone I \$5,682; 7) Travel & Per Diem Milestone III \$2,000; Sole Source letter attached per quote #00004093
Yeager Airport	Yeager Airport Police	\$25,000.00	Partial reimbursement for the purchase of a new 2016 Ford Sedan Police Interceptor per Public Safety Grant letter of intent (WV State Contract)
Appalachian Tire Products	Sheriff's Legal Process	\$5,000.00	Tires for Legal Process vehicles per WV Sate Contract
Tyler Technologies	Sheriff's Law Enforcement Div	\$114,544.00	1 each SW Main (SSMA) yearly maintenance agreement for New World System. Long Term Project. Sole Source

Carte Appraisal Service	Kanawha Co. Planning & Community Dev	\$10,450.00	Appraisal services for 22 structures participating in future FEMA hazard mitigation grant programs with the WV Division of Homeland Security & Emergency Management reimbursing 50% of total cost
Pullin, Fowler, Flanagan, Brown	Kanawha Co. Commission	\$6,925.00	Services rendered file #KCS-11071533 invoice #98087
Rocky Fork Enterprizes, LLC	Sheriff's Law Enforcement Div	\$6,462.00	1 each assorted body work and repairs to KCSO vehicles. Total of 3 invoices
Stephens Auto Center	Sheriff's Law Enforcement Div	\$177,324.00	Six (6) 1 6 Each 2016 Ford Police Interceptor Utility / Black in Color \$29554.00 Ea. w/ following options: "Ready for the Road" Police Package 25, Dark Car Feature, LED Spot Lamp, SYNC Basic Rearview Camera, Rear Window Power Delete, Red/White Dome Lamp in Cargo Area, BLIS Package, VSO - All Blue LED Front/Rear. Per WV State Contract
Green Wave Computer Recycling LLC	Kanawha Co. Planning & Community Dev.	\$12,000.00	Collection of E-cycle at the 2016 Spring Cleanup at South Charleston
Green Wave Computer Recycling LLC	Kanawha Co. Planning & Community Dev.	\$24,000.00	Collection of E-Cycle for 2016 Spring Cleanups for Elkview and Cabin Creek
Waste Management	Kanawha Co. Planning & Community Dev.	\$7,500.00	Services rendered during the 2016 spring cleanups – 5 roll-offs and 2 roll-off drivers for each event
Rodney Loftis & Son	Kanawha Co. Commission	\$5,370.96	Demolished & contract complete on 147 Letart Lane Charleston. Invoice #106358

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
Harris Brothers Roofing Co., Inc.	Kanawha Co. Commission	\$20,181.00	Replace Roof on East Bank Fire Department Central Fire Station per bids received 3/1/16

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 March 10, 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 March 10, 2016*)

The Honorable Vera J. McCormick, County Clerk

Election Officials – List of Poll Workers for the Primary Election – May 10, 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

Approval of the Erroneous Assessments submitted by the Kanawha County Assessor (decrease \$69,283.07)

Marc Slotnick, County Attorney

New Employee: Teresa A. Withrow, Legal Assistant, Kanawha County Prosecuting Attorney's office, full-time employee, \$25,000.00 per year, replacing Jane Markins, effective March 16, 2016

New Employee: Brian W. Jones, Bailiff, Kanawha County Pilot Domestic Violence Court (grant position), Kanawha County Sheriff's Law Enforcement Department, \$15.50 per hour not to exceed 24 hours per week, part-time employee, effective March 16, 2016

Change of Employment Title: Kelsey Harrah, Kanawha County Commission, from Receptionist to Administrative Coordinator

Order Authorizing the President of the Kanawha County Commission to execute the "Agreement Concerning Stream Restoration, Bank Stabilization and Blockage Removal Services Between the West Virginia Conservation Agency and the Kanawha County Commission"

**Order appointing Jennifer Sayre to KCEAA Board of Directors, replacing Adele Hagerman as the City of South Charleston (Participating Government) representative per the request of Mayor Frank Mullens of South Charleston, term to expire June 30, 2019
Commission President Kent Carper**

**Order appointing Todd Dorcas to the KCEAA Board of Directors, replacing Jon Cain (Kanawha County Commission Appointee and Representative), term to expire June 30, 2019
Commission President Kent Carper**

**Order reappointing W. Kent Carper to the KCEAA Board of Directors, term to expire June 30, 2019
Commission President Kent Carper**

**Order reappointing Harry Miller to the KCEAA Board of Directors, term to expire June 30, 2019
Commission President Kent Carper**

**Order reappointing Chuck Runyon to the KCEAA Board of Directors, term to expire June 30, 2019
Commission President Kent Carper**

**Order reappointing Glen Summers to the KCEAA Board of Directors, term to expire June 30, 2019
Commission President Kent Carper**

**Order reappointing Johnny Rutherford to the KCEAA Board of Directors, term to expire June 30, 2019
Commission President Kent Carper**

**Order reappointing Jesse Bailes to the KCEAA Board of Directors,
term to expire June 30, 2019
Commission President Kent Carper**

**Order reappointing Dave Wagoner to the KCEAA Board of
Directors, term to expire June 30, 2019
Commission President Kent Carper**

**Order authorizing the President to execute a Statement of Work for
WebEOC Crisis Information Management Software and Services
Jennifer Sayre, County Manager**

**Order Authorizing the President of the Kanawha County
Commission to execute Notice of Intent to Apply for 2016 Flood
Mitigation Assistance Grant Program Funding**

**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-DR4210-004**

**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-DR4210-003**

**Authorization for the President of the Kanawha County Commission
to Sign a Certificate of Title & Affidavit of Transfer of Ownership
without Consideration Transferring a 2010 Ford Explorer and 2011
Ford Expedition to the Kanawha County Emergency Ambulance
Authority**

**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 an Agreement to Provide Drug & Alcohol Testing Services between Joe Boggs & Associates, Inc., and the Kanawha County Commission

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

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

EXPENDITURES:

001-406.00-1-08.01	Assessor – Overtime Wages	(10,000)
001-406.00-1-09.00	Assessor – Temporary Salaries	10,000
001-701.00-2-17.00	SHERIFF Legal Process- M & R Auto	(10,000)
001-701.00-2-18.00	Sheriff Legal Process - Postage	(1,500)
001-701.00-2-19.00	Sheriff Legal Process - Bldg & Equipment	(6,500)
001-701.00-3-41.01	Sheriff Legal Process - Equipment	18,000
001-700.00-1-03.01	Sheriff LED – Fulltime Salaries	(150,000)
001-700.00-2-11.01	Sheriff LED - Telephone MDT	(20,000)
001-700.00-2-16.00	Sheriff LED - M & R Equipment	(33,500)
001-700.00-2-19.00	Sheriff LED - Bldg/Equip Rental	(10,000)
001-700.00-2-23.00	Sheriff LED – Professional Services	(8,000)
001-700.00-2-30.00	Sheriff LED – Contracted Services	(10,000)
001-700.00-2-33.00	Sheriff LED – Investigative Expenses	(4,800)
001-700.00-3-43.00	Sheriff LED - Gas/Oil/Tires	(117,000)
001-700.00-1-08.01	Sheriff LED – Overtime	45,000
001-700.00-1-09.00	Sheriff LED – Temporary	10,000
001-700.00-2-11.00	Sheriff LED – Telephone	4,000
001-700.00-2-13.00	Sheriff LED – Utilities	10,000
001-700.00-3-41.02	Sheriff LED – Operating Grant	284,300

2. Fiscal Year 2015-2016 Special Health Fund Line Item Budget Revision

EXPENDITURES:

372-423.00-1-05.01	Special Health- Health Insurance	(\$450,000)
372-423.00-1-05.02	Special Health - Prescription	\$265,000
372-423.00-2-26.00	Special Health - Reinsurance Costs	\$185,000

Ratification of Documents processed at the 02/16/16 Commission Meeting:

Fiscal Year 2015-2016 General Fund Line Item Revision

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 of posting of a pending fiscal year 2015-2016 budget revision*) for the Purchase Order pending Budget Revision: Kanawha County Ambulance Authority (contribution for purchase of new ambulances – Kanawha County Commission) in the amount of \$175,000.00

Ratification of Order processed at the 02/18/16 Commission Meeting:

Order Authorizing the President of the Kanawha County Commission to execute the “Service Agreement Non-Hazard Waste Service Summary” between the Kanawha County Commission/Planning Department and Waste Management

Ratification of Orders processed at the 02/23/16 Commission Meeting:

Order Authorizing the President of the Kanawha County Commission to execute the “Acceptable Conditions & Recycling Charges” Agreement between the Kanawha County Commission and Green Wage Computer Recycling

Order authorizing the President of the Kanawha County Commission to sign a WV Division of Justice and Community Services Community Corrections Grant Application

Order authorizing the President of the Kanawha County Commission to execute the “Ethernet Local Area Network (E-Lan) Schedule” agreement between the Kanawha County Commission and Frontier Communications

New Employee: Christina D. Knapp, Worthless Check Clerk, Magistrate Clerk’s office, Kanawha County Commission, full-time employee, \$25,000.00 per year, replacing Caroline Keeney, effective March 1, 2016

Fiduciary Order: Order Admitting Estate to Probate (Estate of David Norman Marshall)

Purchase Order of B.I., Inc., amount changed from \$15,000 to \$30,000

**Ratification of Emergency Check signed off the bench on 2/29/16:
Cash in the amount of \$4,500.00 for drug buy money**