

KANAWHA COUNTY COMMISSION

Special Meeting

AGENDA

Tuesday, March 22, 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
March 10, 2016

RESOLUTION/PROCLAMATION

NEW EMPLOYEES

Assessor

Gregory Savilla, Business Division, Kanawha County Assessor's
office, full-time employee, \$25,000.00 per year, filling a vacancy,
effective April 1, 2016

The Honorable Sallie Robinson, Assessor

Tamara N. Edelman, Business Division, Kanawha County
Assessor's office, full-time employee, \$25,000.00 per year,
replacing Brandon Payne, effective April 1, 2016

The Honorable Sallie Robinson, Assessor

Circuit Clerk

Kehm Skye Lawrence, Deputy Clerk, Kanawha County Circuit Clerk's office, full-time employee, \$24,000.00 per year, replacing Amy Frazier, effective March 23, 2016

The Honorable Cathy Gatson, Circuit Clerk

Sandra Hall, Deputy Clerk, Kanawha County Circuit Clerk's office, full-time employee, \$24,000.00 per year, replacing Teresa Withrow, effective March 23, 2016

The Honorable Cathy Gatson, Circuit Clerk

CHANGE OF EMPLOYMENT STATUS

AGENDA ITEMS

8:30 A.M.

Discussion regarding approval of the County's FY 2016-17 General County Budget in the amount of \$51,148,617 and approval of the County's FY 2016-17 Coal Severance Budget in the amount of \$915,522, to include discussion regarding any and all budgetary issues

Commission President Kent Carper

Commissioner Henry C. Shores

Commissioner Dave Hardy

Jennifer Sayre, County Manager

Kim Fleck, Director of Finance

Discussion and update regarding 2016 Legislative Agenda, to include, but not limited to, the actions taken by the Legislature that affect County Government, as follows:

House Bill 4668	Raising the allowable threshold of the coal severance tax revenue fund budgeted for personal services
Senate Bill 27	Authorizing cost sharing of delinquent tax collections with levying bodies
Senate Bill 267	Modifying removal procedure for certain county, school district and municipal officers
House Bill 4009	Letting Our Counties Act Locally Act
Senate Bill 684	Authorizing local governing authorities hold sanctioned motor vehicle races on roads, streets or airports under their jurisdiction

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

Discussion regarding letter dated March 15, 2016, from the Kanawha County Library requesting that the Kanawha County Commission lay a levy in accordance with Second 5, Chapter 178 of the Acts of the West Virginia Legislature, 1957, which will produce \$3,132,503

Commission President Kent Carper

Kanawha County Commission meetings through May, 2016

Commissioner Kent Carper
 Commissioner Henry C. Shores
 Commissioner Dave Hardy

DATE	TIME
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

Out of State Travel Request – David Armstrong and Mike Oakley, American Association of Airport's International Preparedness Conference, June 19-22, Orlando, Florida

DIRECTOR OF FINANCE'S REPORT

COUNTY ATTORNEY'S REPORT

STAFF REPORTS

NEW BUSINESS

FIDUCIARY

Final Order (The Last Will and Testament, together with the First Codicil and Second Codicils of Robert Lee Foster, Deceased)

Order Confirming and Ratifying Supervisor's Report of Claims and Short Settlement Reports

Order Confirming and Ratifying Supervisor's Report of Claims and Settlement Reports

Order Declaring Re-Opened Estate Closed (Estate of John Ray Foster)

Order Declaring Re-Opened Estate Closed (Estate of William E. McClanahan)

Order Declaring Re-Opened Estate Closed (Estate of James Paul Selbe)

Order Referring to a Fiduciary Commissioner (Estate of Russell Lee Ashworth)

Order Referring to a Fiduciary Commissioner (Estate of Linda Lou Holmes)

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
AT&T Wireless	Sheriff's Law Enforcement Div.	\$10,800.00	One year NetMotion premium maintenance for 180 devices
Kustom Signals Inc.	Sheriff's Law Enforcement Div.	\$16,090.00	10 each Raptor Rp-1, Dual K Band Antennae, Directional and same Lane Mode \$1,575.00 ea; 10 each shipping and handling sole source provider – documentation provided \$34 ea.
Tyler Technologies	Sheriff's Law Enforcement Div.	\$12,390.00	6 registration fee for 6 KCSO/KBI employees to attend 2016 New World User Conference from April 24 -26, 2016 in Phoenix AZ \$2,065 ea
Advantage Technology LLC	Sheriff's Law Enforcement Div	\$43,014.60	Kanawha Co. Sheriff's office Dell Network Switch Project per public bids opened on March 4, 2016

Stephens Auto Center	Sheriff's Law Enforcement Div.	\$25,940.00	2015 Ford Explorer XLT mid size utility 4x4, K8B Dark Gray color per state contract (letter of intent being sent to have vehicle ordered)
Rocky Fork Enterprizes LLC	Sheriff's Law Enforcement Div	\$6,300.00	12 each SoundOff Intersector Blue LED 180 w mounts \$145.00 ea; 12 each SoundOff Enforce Bail Mount blue/white LED lights \$140.00 ea; 24 each SoundOff enforce bail mount blue LED lights \$120.00 ea; sole source provider
Rocky Fork Enterprizes LLC	Sheriff's Law Enforcement Div.	\$9,853.45	5 each Setina TOP rear seating with center pull seat belts \$775.00 ea; 6 each Setina 12VS Cargo partition w/ expanded metal \$418.80 ea; 5 each 10XL Prisoner Partition w/lower panel \$693.13 ea; equipment to outfit new vehicles; sole source provider
Rocky Fork Enterprizes LLC	Sheriff's Law Enforcement Div.	\$25,088.40	18 each Setina TOP rear seating with center pull seat belts \$775.00; 18 each setina 12VS cargo partition with expanded metal \$418.80 ea; 18 each installation labor \$200.00 ea; equipment to retro-fit existing vehicle; sole source provider
Advantage Technology LLC	Sheriff's Law Enforcement Div.	\$18,795.00	Kanawha County Sheriff's office Microsoft Exchange Project per public bids opened on March 4, 2016
Tyler Technologies	Charleston Fire Department	\$15,040.00	Licenses for Mobile Data Terminal project
Divers Trailing & Supply	Emergency Services	\$6,838.20	Two (2) CLX 450 Dry Suit and related equipment for cold water rescue per Public Safety Grant letter of intent

Life Tite Metal Products	Sheriff's Legal Process	\$6,000.00	1 each 8 x 10 modular fully insulated steel building \$2461.00; 1 each 10x16 modular fully insulated steel building \$3539.00. Buildings to replace existing buildings at KCSO Range that leak and are mold infected. Sole Source Provider – documentation provided
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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 22, 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 22, 2016*)

The Honorable Vera J. McCormick, County Clerk

Appointment of Emergency Ballot Commissioners for the Primary Election – May 10, 2016

The Honorable Vera J. McCormick, County Clerk

New Employee: Gregory Savilla, Business Division, Kanawha County Assessor's office, full-time employee, \$25,000.00 per year, filling a vacancy, effective April 1, 2016

New Employee: Tamara N. Edelman, Business Division, Kanawha County Assessor's office, full-time employee, \$25,000.00 per year, replacing Brandon Payne, effective April 1, 2016

New Employee: Kehm Skye Lawrence, Deputy Clerk, Kanawha County Circuit Clerk's office, full-time employee, \$24,000.00 per year, replacing Amy Frazier, effective March 23, 2016

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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

Order Authorizing the President of the Kanawha County Commission to sign a grant application for the West Virginia Division of Justice & Community Services Victims of Crime Assistance (VOCA) Grant Program

Carrie Hill, Legislative Liaison/Grant Coordinator

Order authorizing the Kanawha County Commission President to execute a 2016 West Virginia Division of Justice and Community Services Court Security Grant Application

Carrie Hill, Legislative Liaison/Grant Coordinator

Order authorizing the President of the Kanawha County Commission to submit a Governor's Community Participation Grant Application for the East VFD Roof Repairs

Carrie Hill, Legislative Liaison/Grant Coordinator

Order Authorizing the President of the Kanawha County Commission to sign a West Virginia Department of Military Affairs and Public Safety Grant Application

Carrie Hill, Legislative Liaison/Grant Coordinator

Authorization for the President of the Kanawha County Commission to Sign a Certificate of Title and Affidavit of Transfer of Ownership without Consideration Transferring a Vehicle Declared Surplus Property to the Kanawha County Metro Emergency Operations Center

Order Authorizing the Clerk of the County Commission to certify the 2016-2017 General Fund and Coal Severance Fund Budget, and for said Budget to be submitted to the West Virginia State Auditor's Office, and for publication of same

Kim Fleck, Director of Finance

Authorization for the President of the Kanawha County Commission to Sign a Contract to Resurface Six (6) Tennis Courts at Coonskin Park between Vasco Sports Contractors and the Kanawha County Commission

Order authorizing the President of the Commission to execute the End User License Agreement for WebEOC

Jennifer Sayre, County Manager

Order reappointing Rick Ferris to EnAct, Inc., for a term expiring March 30, 2017

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

EXPENDITURES:

001-711.00-2-16.00	EMER SERVICES- M & R EQUIPMENT	(2,000)
001-711.00-3-41.00	EMER SERVICES - SUPPLIES	2,000

Ratification of Documents processed at the March 10, 2016, Commission meeting:

Purchase Order - Vendor: Lutron Services Co. Inc.; Department: Kanawha Co. Commission; Description: "Software Upgrade and One-Year Maintenance Agreement for the lighting system located in the W. Kent Carper Justice & Public Safety Complex;" Amount: \$7,346.00

FY 2015-16 General Fund Budget Revision revised:

Sheriff LED – M&R Equipment changed from (33,500) to (23,500)

Sheriff's LED Overtime changed from 35,000 to 45,000

Ratification of Emergency Checks processed off the bench on March 11, 2016:

United Bank (P-Card payments) in the total amount of \$121,765.35