

# **KANAWHA COUNTY COMMISSION**

## ***AGENDA***

### **Thursday, May 5, 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 April 12, 2016

Approval of the Minutes of the Special Commission Meeting of April 19, 2016

Approval of the Minutes of the Public Test of April 19, 2016

Approval of the Minutes of the Emergency Meeting of April 20, 2016

**RESOLUTION/PROCLAMATION**

Resolution Committing Kanawha County Being Debt Free by 2023

Resolution Recognizing May 15-21, 2016 as Emergency Medical Services Week – “EMS Strong, Called to Care”

**NEW EMPLOYEES**

**Assessor**

Richard Allen Connett, Main Office, Kanawha County Assessor’s office, temporary employee, \$12.00 per hour, effective May 9, 2016  
The Honorable Sallie Robinson, Assessor

## Commission

New Seasonal Employees/Interns, Kanawha County Commission office (rate of pay \$12.00 per hour):

Tyler Davis (effective June 10, 2016)  
Briana Edwards (effective May 29, 2016)  
Michael Hutchinson (effective May 9, 2016)  
Alex Martin (effective May 9, 2016)  
Molly Plante (effective May 21, 2016)  
Jonathan Stricklen (effective May 9, 2016)  
Lora Walker (effective May 16, 2016)  
Zaviaé Walker (effective May 16, 2016)  
Skyler Workman (effective May 9, 2016)  
Jennifer Sayre, County Manager

## CHANGE OF EMPLOYMENT STATUS

Klay Yates, Data Entry, Kanawha County Assessor's office, from part-time to full-time employee, \$25,000.00 per year, replacing Sue Atkins, effective June 1, 2016  
The Honorable Sallie Robinson, Assessor

## AGENDA ITEMS

5:00 P.M.

Introduction of Congressman Alex Mooney, followed by Remarks

Recognition of Hayes Straughter by Mr. Jerry Burgess with regard to saving of a woman's life who was in distress on a Charleston bridge  
Commission President Kent Carper  
The Honorable John Rutherford, Sheriff  
Charleston Police Department  
Charleston Fire Department

Update from Charleston Area Alliance regarding current Economic Development and Community Development Projects for Kanawha County

Commission President Kent Carper  
Commissioner Dave Hardy  
Commissioner Henry C. Shores  
Matt Ballard, President and CEO

Discussion regarding bid for timber sale for trees located on 235 acres at Camp Virgil Tate, 1400 Camp Virgil Tate Road, Charleston, WV 25312

Commission President Kent Carper  
 Commissioner Dave Hardy  
 Commissioner Henry C. Shores  
 Damron Bradshaw, Camp Virgil Tate Board Member  
 Jerie Whitehead, Purchasing Director

Kanawha County Commission meetings through July, 2016

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

DATE	TIME
Tuesday, May 17, 2016	12:00 p.m.
Thursday, June 2, 2016	5:00 p.m.
Thursday, June 16, 2016	5:00 p.m.
Thursday, July 7, 2016	5:00 p.m.
Thursday, July 21, 2016	5:00 p.m.

Discussion regarding Election and important dates  
 Commission President Kent Carper

DATE	TIME	EVENT/LOCATION
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
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

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

Consideration of a waste water application for \$1,500,000.00 in HUD Small Cities Block Grant Funds administered by the State of West Virginia. The proposed project involves the extension of waste water service to certain areas of the Elk Valley Public Service District territory in Kanawha County including Blue Creek/Rt. 119, Young's Bottom and Reamer. This area requires an approximate 23,000 foot sewer collection system, and 265 service connections  
James Young, Deputy Planning Director

**PUBLIC COMMENT**

**COUNTY MANAGER'S REPORT**

**DIRECTOR OF FINANCE'S REPORT**

**COUNTY ATTORNEY'S REPORT**

**STAFF REPORTS**

**NEW BUSINESS**

**FIDUCIARY**

Objections and Exceptions

Order Declaring Re-Opened Estate Closed (Estate of Delbert E. Flinner)

Order Declaring Re-Opened Estate Closed (Estate of Thomas Franklin McClanahan)

Order Declaring Re-Opened Estate Closed (Gary Lee McDerment, Sr.)

Order Declaring Re-Opened Estate Closed (Estate of Sankey Parsons)

Order Declaring Re-Opened Estate Closed (Estate of Eddie W. Pullins)

Order Declaring Re-Opened Estate Closed (Estate of Victor Dean Thompson)

**Order Declaring Re-Opened Estate Closed (Jacqueline C. Vickers)**

**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>
West Virginia University (Revised PO)	WVU Kanawha Co. Extension office	\$38,450.00	Increase PO 5/5/16 for additional quarterly payments for extension agent and clerical staff salary and fringe benefits – increase \$8,710.06
Dell	Nitro Police Department	\$12,965.33	Seven (7) Dell Latitude E6540 computers CTO @ \$1,852.19 ea; for Nitro Police Department per Public Safety Grant letter of intent per quote #1012429592342.1
Taser International	Sheriff's Law Enforcement Div.	\$13,940.00	68 ea Taser Assurance Plan CEW Annual Payment for X2 \$205.00 ea; billed on two separate invoices
City of Dunbar	Sheriff's Law Enforcement Div.	\$15,000.00	1 ea reimbursement to City of Dunbar for expenses incurred by Kanawha County Sheriff's Department member of Kanawha Bureau of Investigations. Invoice #20 from the City of Dunbar
Crown Pointe Technologies Inc.	Sheriff's Law Enforcement Div.	\$5,288.00	1 each Skill Manager in-service system user licence with 5 designated users \$3,795.00; 1 each Firearm/Equipment/Vehicle Management module \$282.00; 1 each Document/External Resource Management Module \$211.00; 1 each implementation and training \$1,000.00; sole source provider
Allens Auto Parts & Repair	Sheriff's Law Enforcement Div.	\$7,500.00	Miscellaneous parts and repairs for the Kanawha County Sheriff's Department Fleet per contract
SHI Corp	Sheriff's Law Enforcement Div.	\$14,047.80	10 each Dell Precision Workstation T3420 SFF \$1,243.55 ea; 10 each Dell Flat Panel Monitor \$161.23 ea
West Virginia State Treasurer's office	Sheriff's Law Enforcement Div.	\$10,000.00	Courthouse facilities improvement fund for April-May 2016 (estimate)

Kaminsky Sullenberger & Associates	Sheriff's Law Enforcement Div.	\$7,900.00	1 each 5 day Field Training Officer Seminar to be held at Kanawha County Sheriff's office
Adorama Camera Inc.	Sheriff's Law Enforcement Div.	\$14,038.72	Cameras, miscellaneous surveillance electronic equipment, flashlights, and miscellaneous lab and crime scene supplies
Rocky Fork Enterprizes LLC	Sheriff's Law Enforcement Div.	\$6,445.00	Miscellaneous repairs and insurance deductibles for KCSO vehicles
Divers Training & Supply Inc.	Sheriff's Law Enforcement Div.	\$11,499.00	Four (4) each DUI signature CLX450 Dry Suit and accessories @ \$2,874.75 ea
Rocky Fork Enterprizes LLC	Sheriff's Law Enforcement Div.	\$44,343.56	Emergency equipment, installation and service of emergency equipment for the Kanawha County Sheriff's office per county contract, long term project
Electronic Communications of WV Inc.	Emergency Services	\$5,485.00	Five (5) digital and FM analog radios and connectors \$809 ea; labor \$1,440
Jefferson Volunteer Fire Dept.	Jefferson VFD	\$13,000.00	Reimbursement of fifteen (15) HT1250 radios @ \$820 ea, speaker mics, straps and leather cases @ \$2,017.50
St. Albans Police Dept.	St. Albans Police Dept.	\$25,000.00	Partial reimbursement of 2016 Ford Police Utility Vehicle
Finley Fire Equipment Company, Inc.	Belle Volunteer Fire Dept.	\$29,701.00	Twenty-four (24) carbon SCBA cylinders 4500 PSI 30 year \$1,102 ea and supplies \$3,253
Contemporary Galleries	Sheriff's Tax Office	\$8,782.50	Office equipment and furniture for cashiers' and fiduciary area per quote #032816, US Communities Contract
Charleston Newspapers	Sheriff's Tax Office	\$118,000.00	Legal publications and advertisements
Network Innovation Solutions	Kanawha Co. Comm Data Processing	\$14,493.00	Cisco Advanced Malware protection for Endpoints subscription license 1 Node Volume 3-year. Malware Protection for Commission, Prosecutor and Clerks office
SHI Corp	Kanawha Co. Comm Data Processing	\$9,272.60	Four (4) Standard Core License – 2 Cores – Select, Select Plus Win – Single Language \$2,318.15 ea; SQL Upgrade

Dana Casto Construction	Sheriff's Legal Process	\$11,614.13	Labor, Trucks & Equipment to clear up parking lot area, Grade Road, remove building, ditch roads, fix light poles, grade dirt & rock parking area and roads at the shooting range at Camp Virgil Tate \$4,150; 274 ton of gravel for shooting range at Camp Virgil Tate \$7,464.13
Hewlett Packard	Prosecuting Attorney	\$7,826.00	Fourteen (14) HP Pro Desk 600 G2 Business PC's G1H18US @ \$529 ea; fourteen (14) 4-year warranties NBD onsite UE333E \$30. WV State Contract #IP12
Harris Brothers Roofing Co Inc	Kanawha Co. Commission	\$12,000.00	Replace 1600 sq ft of damaged wood decking per bid
Enact Inc.	Kanawha Co. Commission	\$15,000.00	Contribution to purchase surplus vehicles
United Talent	Kanawha Co. Commission	\$8,500.00	Stephanie Petruso – Clerical. WV Customer #000043VW 4/16-6/30/16
John P. Slappe Painting	Maintenance	\$16,400.17	Labor to patch and paint walls with two coats of flat white to match existing; wipe down sprinkler pipes with denatured alcohol, prime with one coat DTM primer and paint all sprinkler pipe with three coats white to match walls. Per bids received 3/29/16
Winans Sanitary Supply Company Inc.	Kanawha Co Comm Custodial	\$13,800.00	Custodial supplies per contract
Safe Air Systems	Chesapeake VFD	\$8,379.00	Eighteen (18) SCI Standard Non-Valves SCBA cylinders \$445.00 ea; eighteen (18) rebuild/install existing valves \$20 ea. Per Public Safety Grant letter of intent
CDW Government Inc.	Sheriff's Tax Office	\$5,708.60	Ten (10) Dell WYSE 5490-D90Q10-G Series \$570.86 ea, Per NJPA contract
Insight Public Sector	Prosecuting Attorney	\$12,695.55	Fifteen (15) Fujitsu FI-7160 document scanners @ \$846.37 ea
Compiled Technologies	Kanawha Co. Comm. Data Processing	\$7,702.00	Fiduciary software upgrade. Sole Source
Syscon Imaging Systems	County Clerk	\$8,000.00	Server for the County Clerks office indexing system

Pitney Bowes	Circuit Clerk	\$52,000.00	Postage for the Circuit Clerks office
Chapman Printing	Sheriff's Tax Office	\$9,380.00	350,000 24# white perforated stock paper perf into thirds \$4,095; 250,000 #9 standard envelopes address up left per quote dated 4/22/16. Printing for annual tax statements
Minuteman Press	Sheriff's Tax Office	\$7,102.53	300,000 #10 standard left window envelopes with return address up left & KCSO patch

### **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 May 5, 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 May 5, 2016*)

The Honorable Vera J. McCormick, County Clerk

New Employee: Richard Allen Connett, Main Office, Kanawha County Assessor's office, temporary employee, \$12.00 per hour, effective May 9, 2016

New Employee: Tyler Davis, Seasonal Employee, Kanawha County Commission office, part-time employee, \$12.00 per hour, effective June 10, 2015

New Employee: Briana Edwards, Seasonal Employee, Kanawha County Commission office, part-time employee, \$12.00 per hour, effective May 29, 2016

New Employee: Alex Martin, Seasonal Employee, Kanawha County Commission office, part-time employee, \$12.00 per hour, effective May 9, 2016

**New Employee: Molly Plante, Seasonal Employee, Kanawha County Commission office, part-time employee, \$12.00 per hour, effective May 21, 2016**

**New Employee: Jonathan Stricklen, Seasonal Employee, Kanawha County Commission office, part-time employee, \$12.00 per hour, effective May 9, 2016**

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**Change in Status: Klay Yates, Data Entry, Kanawha County Assessor's office, from part-time to full-time employee, \$25,000.00 per year, replacing Sue Atkins, effective June 1, 2016**

**Rules for the Board of Canvassers to be Observed for the May 10, 2016, Primary Election**

**Approval of the Erroneous Assessments submitted by the Kanawha County Assessor (decrease \$81,217.63)  
Marc Slotnick, County Attorney**

**Order Reappointing Randall Parsons to the Sissonville Public Service District (term expiring April 1, 2022)**

**Order Reappointing Lowell "Jack" Holston to the Greater St. Albans PSD (term expiring June 1, 2022)**

**Order Authorizing the President of the Kanawha County Commission to sign and execute a Grant Application for the HUD Small Cities Block Grant in the amount of \$1,500,000.00 for the Elk Valley Public District's Phase II Sewer Project  
James Young, Deputy Planning Director**

**Order Authorizing the President of the County Commission of Kanawha County to Execute a State of West Virginia Department of Environmental Protection Litter Control Grant Program Application for 2016-2017 for \$3,000.00 with a matching requirement of \$3,000.00**

**Order Authorizing the President of the Kanawha County Commission to sign the Resolution for the West Virginia Department of Environmental Protection Litter Control Grant Program of 2017**

**Order authorizing the Clerk of the County Commission to issue a check in the amount of Two Thousand Five Hundred Seventy Eight Dollars (\$2,578.00) from the Drug Court Program Fund (#078-425.00-3-41.00) payable to the Supreme Court of Appeals of West Virginia (#3784) as payment for the transfer of the Adult Drug Court (ADC) Fees for Kanawha County ADC  
Kim Fleck, Director of Finance**

**Order authorizing the Clerk of the County Commission to issue checks to the General Fund to clear interfund due to/from accounts from various funds  
Kim Fleck, Director of Finance**

**Order authorizing the Clerk of the County Commission to issue checks from the Special Health Fund (#372-000.00215-0-00.00) to reimburse funds for life insurance premiums paid through payroll last fiscal year  
Kim Fleck, Director of Finance**

**Order authorizing the Clerk of the County Commission to issue checks from the General Fund (#001-000.00-215-0-00.00) to clear interfund due to/from accounts for various funds  
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 #12**

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

**REVENUES:**

090-366-0-00.00 Capital Equip – Misc Revenue 64,241

**EXPENDITURES:**

090-401.00-4-57.01 Capital Equip - Co Comm Capital Bldgs 64,241

**2. Fiscal Year 2015-2016 General Fund Budget Revision #12**

**REVENUES:**

001-382-0-00.00 REFUNDS & REIMB 15,511

**EXPENDITURES:**

001-401.00-5-68.00 COMMISSION- CONTRIBUTIONS 15,511

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

**EXPENDITURES:**

001-403.00-2-18.00	Circuit Clerk - Postage	(3,000)
001-403.00-2-19.00	Circuit Clerk – Nldg/Equip Rent	3,000
001-404.00-2-12.00	Sheriff Tax - Printing	(1,500)
001-404.00-3-41.00	Sheriff Tax – Supplies & Materials	(6,000)
001-404.00-2-30.00	Sheriff Tax – Contracted Services	6,500
001-404.00-2-41.01	Sheriff Tax – Equipment non Depr	1,000
001-404.00-1-03.01	Sheriff Tax - fulltime	(7,000)
001-404.00-1-08.01	Sheriff Tax - Overtime	7,000
001-412.00-3-41.00	Ext Services - Supplies	(945)
001-412.00-3-41.01	Ext Services – Equipment, non depr	(280)
001-412.00-2-16.00	Ext Services – M&R Equipment	(920)
001-412.00-2-14.00	Ext Services - Travel	2,145
001-442.33-2-21.00	Fed Grant – Drug Court, Training	(6,000)
001-442.33-2-30.00	Fed Grant Drug Court, Contracted Services	6,000
001-443.35-1-08.01	St Grant – Day Report – Overtime	(3,000)
001-443.35-2-11.00	St Grant – Day Report - Telephone	(2,500)
001-443.35-2-14.00	St Grant – Day Report - Travel	(2,000)
001-443.35-2-30.00	St Grant – Day Report Contracted Services	(3,000)
001-443.35-3-43.00	St Grant – Day Report - Gas/Oil/Tires	(5,000)
001-443.35-1-03.01	St Grant – Day Report - fulltime	15,500
001-711.00-2-16.00	Emer Services - M & R Equipment	(5,200)
001-711.00-1-08.01	Emer Services - overtime	(1,500)
001-711.00-3-43.00	Emer Services – Gas/Oil/Tires	1,700
001-711.00-3-41.00	Emer Services - Supplies	5,000

**AGENDA**

**Meeting of May 5, 2016**

**Page 11 of 12**

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

Enact from Kanawha County Commission in the amount of \$15,000.00, contribution to purchase surplus vehicles

**Ratification of Purchase Order processed at the 04/12/16 Commission Meeting:**

Purchase Order: Vendor: Louttamus Communications & Security  
Department: Sheriff's Law Enforcement Div.

Amount: \$13,360.00

Description: 8 each Kenwood TK 5830 P25 mobile radios, dash mount basic configuration includes: license management client, license key, programming license key P25 conventional, P25 phase 1 trunking, 3 year warranty \$1,210.00 ea; and 8 each AES & DES encryption module (Multi-key) labor code to install product \$460.00 ea (see Order Number 2016-143)

**Ratification of Fiduciary Order processed at the 4/19/16 Commission Meeting:**

Order Admitting Estate to Probate (Estate of Jessica Elizabeth Grubb)

**Ratification of Purchase Order and Emergency Check processed off the bench on 4/20/16:**

Cash for the Sheriff's Law Enforcement Div. for buy money for undercover narcotic/heroin investigations to be utilized through end of fiscal year 2015-16 in the amount of \$7,500.00