

KANAWHA COUNTY COMMISSION AGENDA

Thursday, October 13, 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 Regular Commission meeting on
September 22, 2016

RESOLUTION/PROCLAMATION

NEW EMPLOYEES

Commission

Candy Baldwin, Part-Time Custodial, Kanawha County Commission,
\$12.00 per hour, replacing Cassie Davis, effective October 17, 2016
Jennifer Sayre, County Manager

Prosecuting Attorney

Marisa R. Grifka, Assistant Prosecuting Attorney, Kanawha County
Prosecuting Attorney's office, full-time employee, \$50,000.00 per
year, replacing Tera Salango, effective October 17, 2016
The Honorable Charles T. Miller, Prosecutor

CHANGE OF EMPLOYMENT STATUS

County Clerk

Garland Underwood, Deputy Clerk, from part-time to full-time employee, Kanawha County Clerk's office, \$25,000.00 per year, replacing Candace Joseph, effective October 17, 2016

The Honorable Vera McCormick, County Clerk

AGENDA ITEMS

5:00 P.M.

Weather Service Presentation of Storm Ready Certification to the County

Jamie Bielinski, Meteorologist in Charge, National Weather Service

John Sikora, Hydrologist, National Weather Service

Dale Petry, Director, Homeland Security and Emergency Management

Jeff Clark, KC1 Coordinator

Keith Vititoe, Kanawha Co. School Board

Charlie Warner, Kanawha Co. School Board

Discussion regarding June 2016 Flood to include but not be limited to additional Fall/Flood Cleanup for Elk Community, Update on Elk Crossings Mall Bridge, Update on Route 4 Bridge, Update regarding Private Property Debris/Demolition Program and any all other matters related to the flood

Commission President Kent Carper

Commissioner Henry C. Shores

Commissioner Dave Hardy

Jennifer Sayre, County Manager

James Young, Deputy Planning Director

Discussion regarding allocation of funding for the Recovery Center of Charleston for new facility for women, to include but not be limited to discussion regarding funding two beds for the center and funding for renovations to the new building from funds received from annual funding from NGK totaling \$34,000

Commission President Kent Carper
Commissioner Henry C. Shores
Commissioner Dave Hardy
Rachel Thaxton
Matt Boggs

Discussion and approval regarding publication of annual unaudited financial statements due October 15, 2016

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

Discussion regarding scheduling an additional Fall/Flood Cleanup for the Elk Community on Friday, October 28, 2016, and Saturday, October 29, 2016, at the Herbert Hoover High School Parking Lot

Commission President Kent Carper
Commissioner Henry C. Shores
Commissioner Dave Hardy
Jennifer Sayre, County Manager
Dave Armstrong, Economic Development Specialist

Kanawha County Commission meetings through December, 2016

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

DATE	TIME
Wednesday, October 19, 2016	10:00 a.m.
Tuesday, November 1, 2016	10:00 a.m.
Monday, November 14, 2016	12:00 p.m.
Thursday, December 15, 2016	5:00 p.m.

**Discussion regarding Election and important dates
Commission President Kent Carper**

DATE	TIME	EVENT/LOCATION
Wednesday, October 19, 2016	9:00 a.m.	Public Test, Early Voting, Voter's Registration Office
Wednesday, October 26, 2016, through Saturday, November 5, 2016	Mon. - Fri. 8:00am-5:00pm; & Sat. 9:00am-5:00pm	Early Voting for Primary Election
Tuesday, November 1, 2016	9:00 a.m.	Public Test, Christopher Street and Voter's Registration Office
Monday, November 7, 2016	7:00 a.m. – 4:00 p.m.	Voting Supplies, Voter's Registration Office
Tuesday, November 8, 2016	6:30 a.m. to 7:30 p.m.	General Election Day
Monday, November 14, 2016	7:00 a.m.	Canvass, Voter's Registration Office

PUBLIC HEARING

PUBLIC COMMENT

COUNTY MANAGER'S REPORT

DIRECTOR OF FINANCE'S REPORT

COUNTY ATTORNEY'S REPORT

STAFF REPORTS

NEW BUSINESS

FIDUCIARY

Objections and Exceptions

Order Admitting Will to Probate (Estate of William M. Ellis, Jr.)

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

Order Declaring Re-Opened Estate Closed (Estate of John R. Payne)

Order Declaring Re-Opened Estate Closed (Estate of Mary W. Seabolt)

Order Declaring Re-Opened Estate Closed (Estate of Annabelle Tucker)

Order Declaring Re-Opened Estate Closed (Estate of John Wetzel Grubb)

Order Referring to a Fiduciary Commissioner (Estate of Annie Mundy)

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
Hutch's Wrecker Service LLC (Ratify PO)	Kanawha Co. Commission	\$127,158.02	Flood debris cleanup for the Clendenin Flood Disaster
K&N Contracting Inc. (Ratify PO)	Kanawha Co. Commission	\$108,565.92	Flood debris cleanup for the Clendenin Flood Disaster
Allens Auto Parts & Repair	Sheriff's Law Enforcement Div.	\$30,000.00	Miscellaneous maintenance, parts and repairs for department fleet per bids
Bound Tree Medical	South Charleston Fire Department	\$9,767.56	Forty-four (44) 5.11 Parkas, Responder Hi-Vis red @ \$209.99 ea; forty-four (44) 5.11 embellished, name tape, embroidery, black without Velcro \$6 ea; and forty-four (44) embellished, heat press, up to 12 inch x 3 inch \$6 ea; for the South Charleston Fire Department per Kanawha County Commission letter of intent
Pitney Bowes	Microfilm	\$50,000.00	Postage for the postage machine
Van Imaging Systems	Sheriff's Tax Office	\$11,959.00	Intact SMART, user licenses, and professional services
Cimco, Inc.	Maintenance Annex	\$5,445.55	Repair HVAC in Voters Registration offices (parking garage chiller)

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 October 13, 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 October 13, 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

New Employee: Candy Baldwin, Part-Time Custodial, Kanawha County Commission, \$12.00 per hour, replacing Cassie Davis, effective October 17, 2016

New Employee: Marisa R. Grifka, Assistant Prosecuting Attorney, Kanawha County Prosecuting Attorney's office, full-time employee, \$50,000.00 per year, replacing Tera Salango, effective October 17, 2016

Change in Status: Garland Underwood, Deputy Clerk, from part-time to full-time employee, Kanawha County Clerk's office, \$25,000.00 per year, replacing Candace Joseph, effective October 17, 2016

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 County Commission of Kanawha County to Execute a State of West Virginia Department of Environmental Protection REAP Covered Electronics Recycling Grant Agreement and Budget Analysis for FY 2017 for \$10,000.00 with no matching requirement

**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**

**Approval of the Erroneous Assessments Submitted by the Kanawha County Assessor (decrease \$72,329.57)
Marc Slotnick, County Attorney**

Order authorizing the President of the Kanawha County Commission to sign the FEMA Reimbursement Agreement with the Elk River Community Center/Elk River Community Council

Order authorizing the President of the Kanawha County Commission to sign the FEMA Reimbursement Agreement with the Greater Kanawha Long Term Recovery Committee/Mountain Mission and United Way

Order authorizing the Clerk of the County Commission to refund erroneous correction of excise transfer tax in the amount of Thirteen Thousand, Six Hundred, Forty (\$13,640.00), which is the County's Share of \$27,280.00 due, from the original deed recorded March 28, 2016, and corrective deed recorded August 22, 2016, Deed from Hi-Lad, Inc., to WV Hotel Ventures, Inc., from Line Item No. 001-401.00-2-38.00; Refund to be issued to Hi Lad, Inc., 102 Racer Drive, Cross Lanes, WV 25313

Rules for the Board of Canvassers to be Observed for the November 8, 2016, General Election

**Order Authorizing the President of the Kanawha County Commission to sign a Grant Agreement between the Kanawha County Commission and the West Virginia Department of Military Affairs and Public Safety
Carrie Hill, Legislative Liaison/Grant Coordinator**

1. Fiscal Year 2016-2017 General Fund Line Item Revision

EXPENDITURES:

001-701.00-1-03.01	Sheriff Legal Process – Full Time	(13,000)
001-701.00-1-09.00	Sheriff Legal Process – Part-Time	13,000
001-401.00-5-67.00	Co Commission – Transfers to Other Funds	(13,640)
001-401.00-2-38.00	Co Commission – Refunds & Reimbursements	13,640

Ratification of Emergency Checks processed off the bench on September 19, 2016:

United Bank (p-card payments), in the total amount of \$162,207.40

Ratification of Documents processed at the September 22, 2016, Commission Meeting:

Approval of the Erroneous Assessment for NGK Spark Plugs (USA) Inc., Submitted by the Kanawha County Assessor

Change of Status: Brian W. Jones, Legal Process Server, Kanawha County Sheriff's Legal Process, \$15.50 per hour not to exceed 20 hours per week, effective September 23, 2016

Emergency check for Metro Drug unit, \$50,000, for annual contribution for "sting" operations

Ratification of Documents processed off the bench on September 29, 2016:

Order authorizing the Clerk of the County Commission to issue a check from the Stabilization Fund (#058-401.00-5-67.00), in the amount of Three Hundred Thousand Dollars (\$300,000.00), to the Emergency Fund (#021), to assist with the costs of the recent flooding event

F.Y. 2016-2017 Emergency Response Fund Line Item Budget Revision

021-388-0-00.00	Emergency Resp – Transfers from other funds	300,000
021-401-00-3-41.00	Emergency Resp – Supplies	300,000

Emergency check to Emergency Response Fund (from the Stabilization Fund) in the amount of \$300,000.00, to assist with costs of recent flooding event

Ratification of Order processed off the bench on September 20, 2016:

Order authorizing the Clerk of the County Commission to issue a check in the amount of \$620.93 from the General Fund (001-401.00-3-41.00) to Erik Wells, as a refund of filing fee

Ratification of Emergency checks processed off the bench on September 30, 2016:

United Concordia Companies, in the amount of \$10,417.78, for insurance premiums

Highmark Blue Cross Blue Shield WV, in the amount of \$421,084.59, for insurance premiums

The Prudential Insurance Company of America, in the amount of \$133.82, for insurance premiums

Ronald N. Walters, in the amount of \$207.00, for agent of record charges

Erik Wells, in the amount of \$620.93, a refund of filing fee

K&N Contracting Inc., in the amount of \$108,565.92, flood debris cleanup for Clendenin Flood Disaster

Hutchs Wrecker Service, in the amount of \$127,158.02, flood debris cleanup for the Clendenin Flood Disaster