

**KANAWHA COUNTY COMMISSION
SPECIAL MEETING
AGENDA**

**Friday, October 13, 2017,
at 8:30 a.m.**

**Commission meeting will take place at
Voters' Registration Office
at 415 Quarrier Street
in the room adjacent to
the Voter's Registration office
Charleston, WV**

**(and will recess as circumstances require
due to canvass)**

8:30 A.M. CALL TO ORDER

Pledge of Allegiance
Commission President Kent Carper

Moment of Silence and Recognition

MINUTES

Approval of the Minutes of the Regular Meeting of September 28,
2017

Approval of the Minutes of the Public Test on September 28, 2017

Approval of the Minutes of Special Road Bond Election, October 7, 2017

RESOLUTION/PROCLAMATION

NEW EMPLOYEES

Sheriff – Law Enforcement

Justin A. Ferrell, Court Security, Kanawha County Sheriff's Law Enforcement, full-time employee, \$30,500.00 per year, replacing Timothy Bowe, effective October 16, 2017
The Honorable Michael Y. Rutherford, Sheriff

CHANGE OF EMPLOYMENT STATUS

Sheriff – Legal Process

Timothy L. Bowe, Process Server, from Law Enforcement to Kanawha County Sheriff's Legal Process Department, full-time employee, \$15.76 per hour, replacing Brian Jones, effective October 16, 2017
The Honorable Michael Y. Rutherford, Sheriff

AGENDA ITEMS

8:30 A.M.

Update from the Kanawha Valley Senior Services, to include discussion regarding a contribution of \$30,000.00 to the Kanawha Valley Senior Services for support
Commission President Kent Carper
Commissioner Henry C. Shores
Commissioner Ben Salango
Paulette Justice, Executive Director

Discussion and public hearing regarding Clendenin Library and the Kanawha County Library Board's decision to potentially permanently close the Clendenin Library Branch

Commission President Kent Carper
Commissioner Henry C. Shores
Commissioner Ben Salango
Alan Engelbert, Director, Clendenin Library
Monika Jaennson, President, Kanawha County Public Library Board
The Honorable Jim Crawford, Sr., President, Kanawha County Board of Education
Ric Cavender, Kanawha County Board of Education
Ryan White, Kanawha County Board of Education
The Honorable Shana Clendenin, Mayor of Clendenin

Discussion and approval regarding publication of annual unaudited financial statements due October 15, 2017

Commission President Kent Carper
Commissioner Henry C. Shores
Commissioner Ben Salango

Public meeting, discussion, and update regarding the proposed Shawnee Park Multi Sport Complex

Commissioner Ben Salango
Commission President Kent Carper
Commissioner Henry C. Shores
Katie Arthur, Facilities Director

Discussion regarding repairs to electrical system at Senior Center in Glasgow, estimated cost \$14,750 to \$17,000

Commission President Kent Carper
Commissioner Henry C. Shores
Commissioner Ben Salango

Kanawha County Commission meetings through November, 2017

Commission President Kent Carper
Commissioner Henry C. Shores
Commissioner Ben Salango

DATE	TIME
Tuesday, October 17, 2017	5:00 p.m.*
Thursday, November 2, 2017	5:00 p.m.
Thursday, November 16, 2017	5:00 p.m.

*Board of Assessment Appeals

AGENDA SETTING

PUBLIC HEARINGS

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 Estate to Probate (Estate of Lowell Wayne Haines)

Order Admitting Estate to Probate (Estate of George June Noble, Jr.)

Order Declaring Re-Opened Estate Closed (Estate of Donald H. Hirsh aka Donald Henry Hirsh)

Order Declaring Re-Opened Estate Closed (Estate of Belvia Louise Newcomer)

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
Ratify PO – 3-day turn-around – Price Law Office, LLC	Kanawha Co. Planning & Community Dev.	\$314,300.00	Closing cost and purchase of the following properties: 14 Karen Lane, St. Albans, WV; and 16 Karen Lane, St. Albans, WV, per FEMA HMGP DR-WV - 4220-002
Ratify PO – 3-day turn-around GAI Consultants, Inc.	Kanawha Co. Planning & Community Dev.	\$12,806.10	Engineering services DR4273
Commercial & Hi-Rise Window Cleaner	Maintenance	\$22,100.00	Bi-annual interior and exterior window cleaning services for courthouse complex
Industrial Organizational Solutions	County Clerk	\$5,280.00	Core concepts of law enforcement exams – 43 First Line Supervisor \$75 ea., 17 Middle Manager \$95 ea; and 2 Upper Command \$110 ea
Kanawha Valley Senior Services Inc.	Kanawha Co. Commission	\$30,000.00	Contribution for FY 2017
Breathing Air Systems	Tornado Volunteer Fire Dept.	\$15,000.00	One (1) Rebuilt compressor and equipment for SCBA refill unit (brand specific to match existing equipment) – Tornado VFD will be responsible for the balance of \$2,459
Stephens Auto Center	Sheriff's Law Enforcement Div.	\$156,718.00	1) Three (3) 2017 Ford Police Interceptors Utility AWD/black with options; 2) One (1) 2017 Ford Police Interceptor Utility AWD/Gray in color with options; 3) One (1) 2017 Ford Police Interceptor Utility AWD/Black in color with option. Per WV State Contract
Stephens Auto Center	Dunbar Police Department	\$25,000.00	One (1) Ford Explorer Police Vehicle for the Dunbar Police Department per Public Safety Grant letter of intent. Per WV State Contract

Federal Resources	Sheriff's Law Enforcement	\$436,648.00	SmartRay Vision X-Ray System (Sole Source Letter) per Homeland Security Grant – Law Enforcement
Criminalistics, Inc.	Sheriff's Law Enforcement	\$6,104.00	Dual Channel Transmitter/Receiver for EOD Support Vessel (Sole Source Upgrade Existing Equipment) per Homeland Security Grant – Law Enforcement
Thermo Scientific Portable Analytical Instruments	Sheriff's Law Enforcement	\$152,150.00	Gemini S2, Raman and FTIR Spectroscopy & FirstDefender RMX S2, Chemical ID System (Sole Source Letter) per Homeland Security Grant – Law Enforcement

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, 2017*)

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, 2017*)

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: Justin A. Ferrell, Court Security, Kanawha County Sheriff's Law Enforcement, full-time employee, \$30,500.00 per year, replacing Timothy Bowe, effective October 16, 2017

Change in Status: Timothy L. Bowe, Process Server, from Law Enforcement to Legal Process, Kanawha County Sheriff's Legal Process Department, full-time employee, \$15.76 per hour, replacing Brian Jones, effective October 16, 2017

Approval of the Erroneous Assessments Submitted by the Kanawha County Assessor (decrease \$22,871.59)

Order authorizing the Kanawha County Commission to accept the selection of S&S Engineers for Coonskin Park stream bank mitigation project

Order Denying the Erroneous Assessment for Goodnite's Triple OOO Barber Shop as Submitted by the Kanawha County Assessor
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

Rules for the Board of Canvassers to be Observed for the October 7, 2017, Special Road Bond Levy Election

Order authorizing the President of the Kanawha County Commission to submit a West Virginia Department of Military Affairs and Public Safety grant application for EOC Equipment
Carrie Hill, Legislative Liaison/Grant Coordinator

Order authorizing the President of the Kanawha County Commission to submit a West Virginia Department of Military Affairs and Public Safety grant application for generators at Yeager Airport
Carrie Hill, Legislative Liaison/Grant Coordinator

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

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 Transportation for Grant F18-HS-11
Carrie Hill, Legislative Liaison/Grant Coordinator

Order Authorizing the President of the Kanawha County Commission to execute the West Virginia Department of Transportation Division of Highways Amended Agreement 1 State Project X320-219/32.-0.00 Coonskin Park Bridge Kanawha County

Order Authorizing the Clerk of the County Commission to issue a check from General County, #001-696.00-5-67.00, in the amount of One Million Dollars (\$1,000,000.00) to the County Stabilization FUND #058, resulting in a Stabilization Fund balance of \$5,800,000
Kim Fleck, Director of Finance

Order Authorizing the Clerk of the County Commission to issue a check from the General Fund (#001-401.00-5-67.00), in the amount of One Million Dollars (\$1,000,000), to the Parks & Recreation Fund (#013-388) for the Shawnee Multi-Sports Complex
Kim Fleck, Director of Finance

Authorization for the Clerk of the County Commission to Create a New Fund #013-Parks & Recreation, to be used for the Shawnee Multi-Sports Complex
Kim Fleck, Director of Finance

The Revision of the Levy Estimate (Budget) for the County of Kanawha – F.Y. 2017-2018 General Fund Budget Revision #6

1. **Fiscal Year 2017-2018 Parks & Recreation Fund**

REVENUE:

013-388-0-00.00	Parks & Recreation Fund-Transfers from other Funds	1,000,000
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EXPENDITURE:

013-901.00-1-03.01	Parks & Recreation Fund- Full-time	200,000
013-901.00-1-04.00	Parks & Recreation Fund - FICA	15,500
013-901.00-1-05.01	Parks & Recreation Fund - Health Insurance	40,000
013-901.00-1-05.02	Parks & Recreation Fund - Dental/Optical Insurance	2,500
013-901.00-1-06.00	Parks & Recreations Fund - Retirement	22,000
013-901.00-3-41.00	Parks & Recreation Fund - Supplies & Materials	120,000
013-901.00-2-30.00	Parks & Recreations Fund - Contracted Services	300,000
013-901.00-2-23.00	Parks & Recreations Fund - Professional Service	300,000

2. Fiscal Year 2017-2018 General Fund Budget Revision #6

REVENUE:

001-322-0-21.00	Fed Grant – Homeland Security	598,193
001-382-0-00.00	Co Comm – Ref/Reimb	4,350

EXPENDITURE:

001-972.13-4-59.00	Fed Grant – Homeland Security, Cap Outlay, Equip	598,193
001-401.00-2-23.00	CO COMM - PROFESSIONAL SEVICES	4,350

LETTER OF INTENT

Mountain State Little League, in the amount of \$31,500.00, for baseball/softball field improvements

Ratification of Documents processed at the September 28, 2017, meeting:

Purchase Order and Emergency check: Town of Chesapeake, \$10,000.00, contribution

Ratification of Documents processed off the bench on September 29, 2017:

Emergency Check: Pinnacle Environmental Consultants, Inc., in the amount of \$979.00 for asbestos inspection at 64 Dogwood Rd., St. Albans, WV

Emergency Check: GAI Consultants Inc., in the amount of \$12,806.10 for planning office projects

Emergency Check: Price Law Office, in the amount of \$341,300.00 for FEMA closing and closing fees DR-4210-001 3 day turn around

ZMM Architects & Engineers, Inc., in the amount of \$78,750.00, for Shawnee Sports Complex Services, Schematic Design

Astar abatement Inc., in the amount of \$860.16, for asbestos abatement at 170 Riverbend Blvd., St. Albans, WV

Ratification of Order processed off the bench on October 3, 2017:

Order Authorizing the President of the Kanawha County Commission to execute a Homeland Security Grant Program for the Kanawha County Sheriff's Office – for the project titled/description: Enhance IED and CBRNE Prevention, Protection, Response, Supporting and Recovery