

KANAWHA COUNTY COMMISSION AGENDA

Tuesday, May 23, 2017

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 Meeting of May 4, 2017

RESOLUTION/PROCLAMATION

NEW EMPLOYEES

Commission

Introduction of Summer Interns:

Samuel Bloom
Luke Bowman
Kipp Brewer
Briana Edwards
Joshua Gainer
Brooke Hirst
Dylan Hughes
Molly Plante
Zaviaé Walker
Skyler Workman
Jennifer Herrald, County Manager

County Clerk

Joanna A. Taylor, Deputy Clerk, Kanawha County Clerk/Vital Statistics office, part-time employee, \$12.00 per hour, effective May 18, 2017

The Honorable Vera J. McCormick, County Clerk

Prosecuting Attorney

Amanda LeeAnn Honaker, Summer Intern, Kanawha County Prosecuting Attorney's office, \$12.00 per hour, effective June 1, 2017

The Honorable Charles T. Miller, Prosecuting Attorney

Grace Morris, Summer Intern, Kanawha County Prosecuting Attorney's office, \$12.00 per hour, effective June 1, 2017

The Honorable Charles T. Miller, Prosecuting Attorney

Sheriff's Home Confinement

Samantha K. Vititoe, Seasonal Summer Intern, Kanawha County Sheriff's Home Confinement office, part-time employee, \$10.00 per hour, effective May 24, 2017

The Honorable Michael Y. Rutherford, Sheriff

Sheriff's Law Enforcement

Steven Tyler Cline, Victims Services Coordinator, Kanawha County Sheriff's Law Enforcement Department, full-time employee, \$39,000.00 per year, replacing Sarah Kingston, effective June 1, 2017

The Honorable Michael Y. Rutherford, Sheriff

Kailey C. Cooper, Seasonal Summer Intern, Kanawha County Sheriff's Law Enforcement Department, part-time employee, \$10.00 per hour, effective May 24, 2017

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Todd A. Wilson, Seasonal Summer Intern, Kanawha County Sheriff's Law Enforcement Department, part-time employee, \$10.00 per hour, effective May 24, 2017

The Honorable Michael Y. Rutherford, Sheriff

Sheriff's Legal Process

Allison Haynes, Seasonal Summer Intern, Kanawha County Sheriff's Legal Process Department, part-time employee, \$10.00 per hour, effective May 24, 2017

The Honorable Michael Y. Rutherford, Sheriff

Ashley M. Tornes, Seasonal Summer Intern, Kanawha County Sheriff's Legal Process Department, part-time employee, \$10.00 per hour, effective May 24, 2017

The Honorable Michael Y. Rutherford, Sheriff

Sheriff's Tax Office

Sarah J. McKown, Tax Clerk, Kanawha County Sheriff's Tax Office, full-time employee, \$25,000.00 per year, replacing Amy Garrett, effective May 24, 2017

The Honorable Michael Y. Rutherford, Sheriff

Parker B. Fleck, Seasonal Summer Intern, Kanawha County Sheriff's Tax Office, part-time employee, \$10.00 per hour, effective May 24, 2017

The Honorable Michael Y. Rutherford, Sheriff

Kayla M. Haynes, Seasonal Summer Intern, Kanawha County Sheriff's Tax Office, part-time employee, \$10.00 per hour, effective May 24, 2017

The Honorable Michael Y. Rutherford, Sheriff

CHANGE OF EMPLOYMENT STATUS

AGENDA ITEMS

5:00 P.M.

Discussion regarding Application by City of South Charleston to Annex by Petition the Subdivision (per W.Va. Code §8-6-4) called the Ridges of Rabel Mountain

Commission President Kent Carper

Commissioner Henry C. Shores

Commissioner Ben Salango

The Honorable Frank Mullens, Jr., Mayor of South Charleston

Michael Moore, City Attorney

Discussion regarding approval of the FY 2017-2018 Special Funds budgets in the aggregate amount of \$27,292,207

Commission President Kent Carper

Commissioner Henry C. Shores

Commissioner Ben Salango

Kim Fleck, Director of Finance

Discussion and vote regarding the redevelopment of Shawnee Park into a Multi Sports Complex, contingent upon all project necessities including project permitting, testing and studies to be completed prior to construction

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

Discussion and request from Kanawha-Charleston Humane Association for funds in the amount of \$25,000 from the Dog Fund

Commission President Kent Carper
Jessie Shafer, Director of Development, Kanawha-Charleston Humane Association

Discussion regarding funding in the amount of \$100,000 to Parks & Recreation Commission to improve grounds on the golf course at Big Bend

Commissioner Henry C. Shores

Kanawha County Commission meetings through June, 2017

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

DATE	TIME
Thursday, June 15, 2017	5:00 p.m.
Thursday, June 29, 2017	5:00 p.m.

AGENDA SETTING

PUBLIC HEARING

PUBLIC COMMENT

COUNTY MANAGER'S REPORT

Out of State Travel Request – National Association of Counties Annual Conference – Columbus, Ohio, July 21-24, 2017 (Jennifer Herrald, Andrew Gunnoe, Carrie Hill, Kim Fleck, and CW Sigman)

DIRECTOR OF FINANCE'S REPORT

COUNTY ATTORNEY'S REPORT

STAFF REPORTS

NEW BUSINESS

FIDUCIARY

Order (Estate of Joseph Skiles)

Order Admitting Estate to Probate (Estate of Clifton Jefferson Francisco)

Order Admitting Estate to Probate (Estate of Marjorie Louise Francisco)

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

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Order Declaring Re-Opened Estate Closed (Estate of Joseph Martin Finerty)

Order Declaring Re-Opened Estate Closed (Estate of Carl Mallory Gabbert)

Order Declaring Re-Opened Estate Closed (Estate of Stanford Augustine Reynolds)

Order Declaring Re-Opened Estate Closed (Estate of Howard Herbert Sayre)

Order Declaring Re-Opened Estate Closed (Estate of Ella Joann Starcher)

Order Declaring Re-Opened Estate Closed (Estate of Garfield W. Wheeler)

Order Declaring Re-Opened Estate Closed (Estate of Agnes L. Woods)

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
Town of Chesapeake Ratify PO	Town of Chesapeake	\$28,960.00	Contribution to be used toward the storm sewer replacement
United Bank	Sheriff's Law Enforcement Div.	\$8,758.80	National Travel Airfare for 6 members to attend National Sheriff's Conference
Portable Computer Systems Inc.	Sheriff's Law Enforcement Div.	\$57,628.50	Twenty-five (25) Dell Latitude Rugged 14 MDT Laptops with Aircards & GPS per bids received 4/11/17
Adorama Camera Inc.	Sheriff's Law Enforcement Div.	\$9,643.12	Miscellaneous cameras and equipment for Law Enforcement
Adorama Camera Inc.	Sheriff's Law Enforcement Div.	\$6,539.05	Various crime scene supplies per quote
Travelers	Kanawha Co. Commission	\$25,148.50	Deductibles for claim #E2Y4941 \$148.50 and Claim # E5A7381 \$25,000 for account #5695C6087
City of Charleston	Charleston Police Dept.	\$12,690.00	Two in-car cameras and supplies
Sissonville Volunteer Fire Dept.	Sissonville Fire Dept.	\$12,000.00	Reimbursement for the installation of drop ceiling and sprinklers on the second floor of the Johnson Fire Station per Public Safety Grant Letter of Intent per bids received by the Sissonville VFD
Pitney Bowes	Circuit Clerk	\$61,000.00	Postage for the postage machine for the Circuit Clerk's office
City of Charleston	Kanawha Co. Planning and Community Dev.	\$7,500.00	Services rendered for the 2017 Spring Cleanups
City of St. Albans	Kanawha Co. Planning and Community Dev.	\$5,500.00	Services rendered for the 2017 Spring Cleanups

Kanawha Co. Emergency Ambulance	Kanawha Co. Commission	\$10,560.00	Kanawha County Wellness Date of Service 3/13/17-3/16/17
Dalmatian Fire & Safety	Pratt Volunteer Fire Dept.	\$7,845.00	12 Dalmatian 45/4500-17 SCI, Carbon Fiber, No valve cylinders \$675 ea. (less 10% discount \$675) Shipping \$420. Per Public Safety Grant Letter of Intent
Kanawha-Charleston Humane Association	Kanawha Charleston Humane Assoc.	\$26,071.17	Reimbursement for: gas, oil, tires \$2,596.25; contributions \$17,028.92; contributions \$3,223.00; supplies, food & drugs \$3,223.00
Commercial & Hi-Rise Window Cleaner	Maintenance	\$21,125.00	Bi-annual interior and exterior window cleaning services for the Courthouse, Judicial Building, and W. Kent Caper Justice & Public Safety Complex per bids received
Syscon Imaging Systems	County Clerk	\$8,000.00	Server for the County Clerk's office indexing system. Sole Source. Replaces PO #S161710. Long term project

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 23, 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 May 23, 2017*)

The Honorable Vera J. McCormick, County Clerk

Approval of the Erroneous Assessments Submitted by the Kanawha County Assessor (decrease \$31,752.80)

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**

Demolition order: In the matter of the property owned by Joel E. Smith, secured by City National Bank (Tax Map 16, Parcel 17.1, Jefferson District)

Demolition order: In the matter of the property owned by Scott A. Kirby secured by April Dawn Smith Seabolt, Venus Renee Smith Harkins, Charles Edward Smith, Thomas Ray Smith and Jeffrey Lynn Smith (Tax Map 3A, Parcel 20, Jefferson District)

Demolition order: In the matter of the property owned by Richard D. Hackney and Debra L. Hackney (Tax Map 10A, Parcel 70.1, Malden District)

Demolition order: In the matter of the property owned by Wilga Crockett and William A. Crockett (Tax Map 43B, Parcel 76, Cabin Creek District)

Demolition order: In the matter of the property owned by Terry I. Layton and Lynda Layton (Tax Map 30, Parcel 39, Loudon District)

Demolition order: In the matter of the property owned by Melody D W Taylor (Tax Map 53A, Parcel 15, Elk District)

Demolition order: In the matter of the property owned by Lillian M. Gagne, secured by United States of America through the Rural Housing Service/ United States Department of Agriculture (Tax Map 16C, Parcel 38, Jefferson District)

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Salary Adjustment for CW Sigman, Director of Homeland Security and Emergency Management

Annual designation of County Dog Wardens and County Humane Officers under W.Va. Code §19-20-6 and §7-10-1

Order reappointing Arthur B. Rubin, M.D., to the Kanawha Charleston Board of Health (term to expire 6/30/22)

Order reappointing Sam Ash to the Kanawha PSD (term to expire 6/30/23)

Order reappointing Brenda Thomas to the Kanawha County Building Commission (term to expire 6/30/22)

Order reappointing Tera Salango to the Kanawha County Building Commission (term to expire 6/30/22)

Order reappointing John Luoni to the Regional Intergovernmental Council (term to expire 6/30/18)

Order appointing C.W. Sigman to the Kanawha County Enforcement Agency, replacing Dale Petry (term to expire 6/30/19)

Order Confirming and Approving Orders Entered by the Clerk of the County Commission of Kanawha County, West Virginia

Resolution- Kanawha County Commission

**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 for EMPG Grant Agreement EMPG-13-20
Carrie Hill, Legislative Liaison/Grant Coordinator**

**Order Authorizing the President of the Kanawha County Commission to sign/execute the 2017 Emergency Management Performance Grant (EMPG) Application
Carrie Hill, Legislative Liaison/Grant Coordinator**

A Resolution Authorizing the Kanawha County Commission to Execute Loan Documents with the West Virginia Housing Development Fund

**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 Surplus Vehicle to the St. Albans Police Department
Jerie Whitehead, Purchasing Director**

Order Approving the Application by City of South Charleston to Annex by Petition the Subdivision (per W.Va. Code §8-6-4) called the Ridges of Rabel Mountain approximately 7 miles west from existing City Limits at South Ridge including the highway known as Corridor G, as well as the portion of Brounland Road and the road leading from Brounland Road to the entrance of the Ridges of Rabel Mountain, in Kanawha County, West Virginia. The Metes and Bounds legal description of the entire Annexation is attached

Order replacing order #2017-183 directing the County Clerk of the County Commission to deposit \$5.00 of every \$25.00 fee collected from a deed or trust deed recording, as a result of the passing of Senate Bill 588, effective July 4, 2017, into account (#056-336-0-02.00) Reappraisal- Recording Allocation
 Kim Fleck, Director of Finance

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

EXPENDITURES:

001-425.01-2-13.00	Christopher Street - Utilities	5,250
001-425.01-2-15.00	Christopher Street - M & R Bldg and Grounds	(5,250)
001-711.00-2-14.00	Emer Services - Travel	(3,000)
001-711.00-2-21.00	Emer Services - Training	(2,000)
001-711.00-2-16.00	Emer Services - M & R Equipment	3,000
001-711.00-3-43.00	Emer Services - Gas, Oil and Tires	1,000
001-711.00-3-41.00	Emer Services - Supplies	1,000
001-902.00-3-43.00	Camp Virgil Tate - Gas, Oil Tires	(1,888)
001-902.00-2-30.00	Camp Virgil Tate - Contracted Services	(124)
001-902.00-2-13	Camp Virgil Tate - Utilities	2,012

LETTER OF INTENT

Kanawha County Emergency Ambulance Authority, in the amount of \$300,000.00, contribution for Purchase of New Ambulances

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

Pitney Bowes, \$61,000.00 (PO S171790), postage for the postage machine for the Circuit Clerk's office

Ratification of Documents processed at the May 4, 2017, meeting:

Purchase order and supplemental check to WV Public Safety Expo in the amount of \$30,000.00 for funds for the Public Safety Expo

Ratification of Documents processed off the bench on May 5, 2017:

Letter of Intent to YMCA of Kanawha Valley in the amount of \$50,000.00, contribution for the startup of the YMCA to be located at the former WVU Tech-Montgomery Campus contingent upon YMCA Board of Director's approval of project, to include the Board's approval of a lease for the premises to be used

Ratification of Order processed off the bench on May 10, 2017:

New Employee: Dylan Hughes, Kanawha County Commission office, Seasonal Employee, \$12.00 per hour, effective May 15, 2017

Ratification of Order processed off the bench on May 12, 2017

New Employee: Gabriel Kipp Brewer, Kanawha County Commission office, Seasonal Employee, \$12.00 per hour, effective May 15, 2017