

# **KANAWHA COUNTY COMMISSION**

## ***Agenda***

**Thursday, March 5, 2020**

**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  
February 20, 2020

Approval of the Board of Review & Equalization Minutes of the  
Special Commission Meeting on February 20, 2020

**RESOLUTION/PROCLAMATION**

**NEW EMPLOYEES**

**County Clerk**

Tyler A. Davis, Deputy Clerk, Kanawha County Clerk's office, part-time employee, during 2020 Election Season, \$12.00 per hour, effective March 4, 2020

The Honorable Vera McCormick, County Clerk

**CHANGE OF EMPLOYMENT STATUS**

## **AGENDA ITEMS**

**5:00 P.M.**

**UKAN Presentation  
Commissioner Ben Salango**

**Discussion regarding letter of support to the Federal Aviation Administration for an environmental assessment for the proposed runway safety area project at Yeager Airport  
Commission President Kent Carper  
Commissioner Henry C. Shores  
Commissioner Ben Salango  
Nick Keller, Airport Director**

**Discussion regarding funding request from the Town of Glasgow in for assistance with sewer repairs. The total amount of the repairs is \$62,991.50  
Commission President Kent Carper  
Commissioner Henry C. Shores  
Commissioner Ben Salango  
Donald Fannin, Mayor**

**Discussion regarding funding request in the amount of \$17,011.79 from Mountaineer Little League for assistance to build a t-ball field and concession stand. Total cost of the project is \$32,613.44  
Commissioner Ben Salango  
Jason Gruse, President, Mountaineer Little League**

**Demonstration of the NACo County Explorer Website  
Jennifer Herrald, County Manager  
Kim Mallory, Grant Coordinator**

**Discussion and update regarding PEIA Insurance  
Commission President Kent Carper  
Commissioner Henry C. Shores  
Commissioner Ben Salango  
Jennifer Herrald, County Manager  
Kim Fleck, Director of Finance**

Discussion regarding 2020 Legislative Agenda to include but not be limited to the Commission's position on various pending matters before the Legislature

Commission President Kent Carper  
 Commissioner Henry C. Shores  
 Commissioner Ben Salango  
 Jennifer Herrald, County Manager

Kanawha County Commission meetings through May, 2020

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

DATE	TIME
Thursday, March 19, 2020	5:00 p.m.
Thursday, April 2, 2020	5:00 p.m.
Tuesday, April 21, 2020	5:00 p.m.*
Tuesday, May 5, 2020	4:00 p.m.
Monday, May 18, 2020	12:00 p.m.

\* The 2020-2021 Kanawha Co. Levy Rate will be set at this meeting

Discussion regarding Election and important dates

Commission President Kent Carper

DATE	TIME	EVENT/LOCATION
Wednesday, April 22, 2020	10:00 a.m.	Public Test, Early Voting, Voter's Registration Office
Wednesday, April 29, 2020 through Saturday, May 9, 2020	Mon. - Fri. 8:00am-5:00pm; & Sat. 9:00am-5:00pm	Early Voting for Primary Election
Tuesday, May 5, 2020	3:00 p.m.	Public Test, Christopher Street and Voter's Registration Office
Monday, May 11, 2020	7:00 a.m. – 4:00 p.m.	Voting Supplies, Voter's Registration Office
Tuesday, May 12, 2020	6:30 a.m. to 7:30 p.m.	Primary Election Day
Monday, May 18, 2020	7:00 a.m.	Canvass, Voter's Registration Office

**AGENDA SETTING**

**5:00 P.M. PUBLIC HEARING**

Public Hearing regarding Polling Location Change for the Primary Election, Precinct 276. The County Courthouse will consider an Order moving precinct 276 from Jefferson Volunteer Fire Department to McKinley Middle School, 3000 Kanawha Terrace, St. Albans, WV 25177

**PUBLIC COMMENT**

**COUNTY MANAGER'S REPORT**

Out of State Travel for Chuck Grishaber to attend the ASFPM Conference in Forth Worth, Texas, June 7-11, 2020 at a cost of \$2,714.50

**DIRECTOR OF FINANCE'S REPORT**

**COUNTY ATTORNEY'S REPORT**

**STAFF REPORTS**

**NEW BUSINESS**

**FIDUCIARY**

Order Admitting Estate to Probate (Estate of Andrew Bryant Durham)

Objections and Exceptions

Order Declaring Re-Opened Estate Closed (Estate of John Russell Kessler)

**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>
Zones Inc.	Sheriff's Tax Office	\$7,659.16	iMac Pro, 2.5 Ghz, 14 core, 64GB ra, 2 TB SSD
Allens Auto Parts & Repair	Sheriff's Law Enforcement Div.	\$25,000.00	Miscellaneous parts and repairs for department fleet per contract 08/16/2019
BHM CPA Group Inc.	Kanawha Co. Commission	\$34,000.00	Audit year ended June 30, 2019
Red Hot Fire Equipment Co	Lakewood VFD	\$9,720.32	Four sets bunker gear \$2,140 ea; four pair firefighting gloves \$65 ea; three pair leather boots \$284 ea; shipping \$48.32
K&N Contracting Inc.	Emergency Services	\$14,000.00	Bee Mountain Tower clearing debris and small trees around tower and guy wire per Metro 911 bid
Kanawha-Charleston Humane Association	Kanawha Charleston Humane Assoc.	\$19,038.00	Reimbursement for utilities (\$5,597.00) and contributions (\$13,441.00)
Galls LLC	Sheriff's Law Enforcement	\$15,000.00	Body armor and miscellaneous accessories and supplies for KCSO Law Enforcement
Compensation Strategies Inc.	Kanawha Co. Commission	\$10,000.00	Government Relations invoice #2020-2318
Kanawha Co. Parks & Recreation Commission	Kanawha Co. Parks & Recreation Commission	\$16,449.73	Contribution to refurbish Kanawha County Park's train

Order Correcting Order #2020-2071 Confirming and Approving Purchase Orders in Excess of \$4,999.99 to be issued by the Kanawha County Commission Purchasing Department (*contingent upon the approval and posting of a pending fiscal year 2019-2020 budget revision*):

Vendor	Department	Amount	Comments/Description
Network Innovation Solutions – Correct PO Number	Kanawha Co. Comm Data Processing	\$16,800.00	Hyper V Virtual Machine OS Upgrade

Order Confirming and Approving Purchase Orders in Excess of \$4,999.99 to be issued by the Kanawha County Commission Purchasing Department (*contingent upon the approval and posting of a pending fiscal year 2019-2020 budget revision*):

Vendor	Department	Amount	Comments/Description
Casto & Harris	County Clerk	\$27,454.00	Dual Express Carts for Express Voting Machines with cover @ \$1,992 Ea; Freight \$3,550 for Additional Community Voting Locations – County Clerk 090-401-4-52.03)
ES&S	County Clerk	\$62,100.00	(Six Model DS200 Scanners \$34,500; Eight ExPress Ballot Marking Device \$26,600; Installation \$1,530; Shipping \$970; Discount - \$1,500 for Additional Community Voting Locations – County Clerk 090-401-4-52.03)

### **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 5, 2020*)

The Honorable Vera J. McCormick, Clerk of County the Commission

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 5, 2020*)

The Honorable Vera J. McCormick, Clerk of the County Commission

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

The Honorable Vera J. McCormick, Clerk of the County Commission

Election Officials – List of Poll Workers for the Primary Election – May 12, 2020

Appointment of Emergency Ballot Commissioners for the Primary Election – May 12, 2020

Emergency Precinct Change –Precinct No. 276 from Jefferson Volunteer Fire Department to McKinley Middle School

Approval of the Erroneous Assessments Submitted by the Kanawha County Assessor (decrease \$15,219.28)

Marc Slotnick, County Attorney

New Employee: Tyler A. Davis, Deputy Clerk, Kanawha County Clerk's office, part-time employee, during 2020 Election Season, \$12.00 per hour, effective March 4, 2020

The Honorable Vera McCormick, County Clerk

New Employee: Harry D. Lucas, Main Office-Greeter-Information Desk, Kanawha County Assessor's office, part-time employee, \$14.00 per hour, effective March 13, 2020

Order authorizing the President of the Kanawha County Commission to sign Change Order No. 1 with S & S Engineers regarding the Coonskin Park Flood Damage Repairs

Order authorizing the President of the Kanawha County Commission to sign the contract between the Kanawha County Commission and Content & Engagement Group for Marketing Services from the USDA Grant, not to exceed \$25,000

Kim Mallory, Grant Coordinator

Order authoring the President of the Kanawha County Commission to execute a sub-recipient grant agreement for the Federal Emergency Management Agency Hazard Mitigation Grant Program WV-DR4273-DR-WV-0113

Order authoring the President of the Kanawha County Commission to execute a sub-recipient grant agreement for the Federal Emergency Management Agency Hazard Mitigation Grant Program WV-DR4273-DR-WV-0111

Order authoring the President of the Kanawha County Commission to execute a sub-recipient grant agreement for the Federal Emergency Management Agency Hazard Mitigation Grant Program WV-DR4273-DR-WV-0101

Order authoring the President of the Kanawha County Commission to execute a sub-recipient grant agreement for the Federal Emergency Management Agency Hazard Mitigation Grant Program WV-DR4273-DR-WV-0093

Order authorizing the Clerk of the County Commission to issue a check in the amount of \$379.71 from account #001-442.27-5-68.00 to the City of South Charleston Police Department for reimbursement of expenses related to the Governors Highway Safety Program (GHSP) Grant Number: F20-HS-20-402. (For Dec. 2019 charges)

Kim Mallory, Grant Coordinator

Order authorizing the Clerk of the County Commission to issue a check in the amount of \$162.25 from account #001-442.27-5-68.00 to the City of Marmet Police Department for reimbursement of expenses related to the Governors Highway Safety Program (GHSP) Grant Number: F20-HS-20-402. (For Nov. 2019 charges)

Kim Mallory, Grant Coordinator

Order authorizing the President of the Kanawha County Commission to sign the Agreement between the Kanawha County Commission and Drug Testing Centers of America

Order authorizing the President of the Kanawha County Commission to sign Request for Additional WIOA Funding for the Region 3 Workforce Investment Board of Kanawha County



Order authorizing the President of the Kanawha County Commission to sign Approvals for Policy 03-16, change 2 Support Services/Needs Related Payments for the Region 3 Workforce Investment Board of Kanawha County

Authorization for the Clerk of the County Commission to Issue a Check from the Public Safety Levy Grant Fund, Line Item #029-711.00-800-5-68.63 in the amount of Thirty-Five Thousand Dollars (\$35,000.00) to the Kanawha County Commission for a contribution toward the salary and benefits for the Director of Emergency Management/Fire Coordinator position

Kim Fleck, Director of Finance

**1. Fiscal Year 2019-2020 Fiduciary Fund Line Item Budget Revision**

**EXPENDITURES:**

016-411.00-2-20.00	FIDUCIARY - PUBLICATIONS	(5,000)
016-411.00-3-41.00	FIDUCIARY -SUPPLIES	5,000

**2. Fiscal Year 2019-2020 Capital Fund Line Item Budget Revision**

**REVENUES:**

090-299-0-00.00	CAPITAL EQUIP - FUND BALANCE	91,000
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**EXPENDITURES:**

090-401.00-4-52.03	CAPITAL EQUIP - EQUIPMENT	91,000
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**CHECK REGISTERS: SUPPLEMENTALS/EMERGENCY:**

Kanawha-Charleston Humane Association, in the amount of \$19,038.00 for utilities and contributions

**Ratification of Documents processed at the February 20, 2020, meeting:**

Purchase order: Replaces CDW PO #S201347 and has been changed to Dell Marketing for the total amount of \$59,525. Description: 1) 25 Each Dell Latitude 5424 laptop computers \$1,940 Ea. Per quote # 3000055915877.1, Per Midwestern States Contract: #C000000181093, Customer Agreement #: MHEC-07012015, 2) 15 Each Dell Optiplex 5070 MT MLK computers \$735.00 Ea., Per quote # 3000055919041.1; Midwestern States Contract: C000000355004, Customer Agreement #: IP19

**Purchase Order: #S201387 is to Thornhill Ford: 1) 1 Each 2020 Ford Explorer K8B Dark Gray in color outfitted per state contract specs, Per WV State Contract**

**Ratification of Emergency Checks signed off the bench on February 24, 2020:**

**Fifth Third Bank in the total amount of \$12,406.25, p-card payments**

**Kim Mallory, in the amount of \$247.00, per diem for NACO Conference in Washington DC**

**Jennifer Herralld, in the amount of \$247.00, per diem for NACO Conference in Washington DC**