

# **KANAWHA COUNTY COMMISSION**

## ***Agenda***

### **Thursday, January 25, 2024**

**5:00 P.M. CALL TO ORDER**

Pledge of Allegiance  
Commission President Lance Wheeler

Moment of Silence and Recognition

**MINUTES**

Approval of the Minutes of the Regular Commission Meeting on  
January 11, 2024

**RESOLUTION/PROCLAMATION**

**NEW EMPLOYEES**

**Sheriff**

Cody Allen Champlin, Kanawha County Deputy Sheriff, Kanawha  
County Sheriff's Law Enforcement, full-time employee, \$52,728.00  
per year (certified officer), replacing Paxton Lively, effective  
February 1, 2024

The Honorable Mike Rutherford, Sheriff

Andrew Charles Walker, Kanawha County Deputy Sheriff, Kanawha  
County Sheriff's Law Enforcement, full-time employee, \$49,004.80  
per year, replacing Michael Simms, effective February 16, 2024

The Honorable Mike Rutherford, Sheriff

Tammy Sue Smith, Day Report Office Manager, Kanawha County  
Sheriff's Day Report Center, full-time employee, \$30,014.40 per  
year, replacing Brian Forron, effective February 1, 2024

The Honorable Mike Rutherford, Sheriff

## **CHANGE OF EMPLOYMENT STATUS**

### **AGENDA ITEMS**

**5:00 P.M.**

**Presentation from the WV Land Trust regarding an update on the Mammoth Preserve Recreation area as part of the Upper Kanawha Valley Appalachian Regional Commission / Benedum Grant Project in partnership with the Kanawha County Commission**

**Commission President Lance Wheeler**

**Commissioner Ben Salango**

**Commissioner W. Kent Carper**

**Andy Altman, President of the WV Land Trust**

**Rick Landenberger, PhD., WV Land Trust and WVU Dept. of Geology and Geography**

**Discussion and Public Hearing pursuant to West Virginia Code § 3-1-7, the Kanawha County Commission will consider an Order regarding the following changes:**

- **Combine precincts 115 and 116 at Rand Community Center into 115 Rand Community Center**
- **Combine precincts 117 and 123 at Malden Elementary School into 123 Malden Elementary School**
- **Combine precincts 118 and 119 at Mary Ingles Elementary School into 118 Mary Ingles Elementary School**
- **Combine precincts 164 and 165 at Chamberlain Elementary School into 164 Chamberlain Elementary School**
- **Combine precincts 177 and 178 at Ruffner Elementary School into 178 Ruffner Elementary School**
- **Combine precincts 206 at Ruthlawn Elementary School and 287 at South Charleston Community Center into 206 at Ruthlawn Elementary School**

- Combine precincts 217 at South Charleston City Hall and 287A at South Charleston Community Center becoming 217 at South Charleston City Hall
- Combine precincts 208 at Weberwood Fire Station and 226 at First United Methodist Church and move to Montrose Elementary School as precinct 226
- Combine 242 at George Washington High School and 253 at Holz Elementary into 253 at Holz Elementary School
- Combine precincts 281 at Bridgeview Elementary and 287C at South Charleston Community Center into 281 at Bridgeview Elementary School
- Combine precincts 287B and 288 at South Charleston Community Center into 288 at South Charleston Community Center
- Combine precincts 293 at Dunbar Recreation Building and 294A at Dunbar Mountain Mission into 293 at Dunbar Recreation Building
- Combine precincts 302 and 304 at Anne Bailey Elementary School to 302 at Anne Bailey Elementary School
- Combine precincts 305 and 308 at Hayes Middle School to 305 at Hayes Middle School
- Combine precincts 403 at West Side Middle School and 404 at Mary C Snow into 403 at West Side Middle School
- Combine precincts 406 and 407 at Mary C Snow Elementary School into 406 at Mary C Snow Elementary School
- Combine 416 and 417 at Mount Calvary Baptist Church into 416 at Mount Calvary Baptist Church
- Combine 418 and 419 at Clendenin Church of the Nazarene into 419 at Clendenin Church of the Nazarene

- Combine precincts 439 and 440 at Pinch Elementary School into 439 at Pinch Elementary School
- Combine precincts 435 and 442 at Capital High School into 435 at Capital High School
- Move precinct 103/103A from Washington High Community Center into a new location yet to be determined.
- Move precinct 168 from Garnet Adult Center to Martin Luther King Jr Center
- Move precinct 172 from Garnet Adult Center to Piedmont Elementary School
- Move 298/298A and 373/373A from Grandview Elementary School to North Charleston Rec Center
- Move precinct 421, 423 and 438 from Elkview Baptist to Herbert Hoover High School
- Change 440A to 439A at Pinch Elementary School

Commission President Lance Wheeler  
 Commissioner Ben Salango  
 Commissioner W. Kent Carper  
 The Honorable Vera J. McCormick, Clerk of the County Commission  
 Marc Slotnick, County Attorney

Discussion regarding continuing to use the nine early community voting locations that have already been designated by the Commission and County Clerk during prior elections for the 2024 Primary Election. Locations include: Cross Lanes Sheriff Detachment, Belle Town Hall, City of Saint Albans Town Hall, Sissonville Library, Elkview Community Center, Marmet Town Hall, City of Nitro Police Dept., The Girls Scouts of Black Diamond Council, and Kanawha County Voters Registration office

Commission President Lance Wheeler  
 Commissioner Ben Salango  
 Commissioner W. Kent Carper  
 The Honorable Vera J. McCormick, Clerk of the County Commission  
 Marc Slotnick, County Attorney

**Discussion regarding proposal from West Virginia American Water to purchase Union Public Service District. Further discussion will include options the Kanawha County Commission may pursue in relation to the proposal from WVAW**

**Commissioner Kent Carper  
Christopher Settles, Deputy County Attorney**

**Discussion regarding Kanawha County 2024 Spring Cleanups:**

- April 6, 2024, at 3298 Sissonville Drive - the intersection of Sissonville Drive and Casdorff Road in Sissonville**
- April 20, 2024, at 15127 MacCorkle Ave, SE behind Go Mart in Cabin Creek**
- May 4, 2024, at the intersection of 4<sup>th</sup> Avenue, and C Street (300 Block of C Street) in South Charleston**

**Commission President Lance Wheeler  
Commissioner Ben Salango  
Commissioner W. Kent Carper**

**Discussion and Update regarding the DEP Demolition Program Grant application in the amount of \$1.5 Million**

**Commission President Lance Wheeler  
David Workman, Planning Director**

**Discussion and Update regarding ARP Applications**

**Commission President Lance Wheeler  
Melissa Smith, Deputy County Manger  
Kim Fleck, Director of Finance**

**Discussion regarding ARP Funding in the amount of \$269,000 to fund the Relation Road Waterline Extension. Application to follow**

**Commission President Lance Wheeler  
Commissioner Ben Salango  
Commissioner W. Kent Carper**

**Discussion regarding Fiscal Year 2024-25 budget**

**Commission President Lance Wheeler**

**Discussion regarding 2024 Legislative Agenda**

**Commission President Lance Wheeler  
Commissioner Ben Salango  
Commissioner W. Kent Carper  
Melissa Smith, Deputy County Manager**

**Kanawha County Commission meetings through April 2024**  
**Commission President Lance Wheeler**  
**Commissioner Ben Salango**  
**Commissioner W. Kent Carper**

DATE	TIME
Thursday, February 1, 2024	5:00 p.m.≈
Tuesday, February 6, 2024	8:30 a.m.≈
Thursday, February 8, 2024	5:00 p.m.◆*
Tuesday, February 13, 2024	8:30 a.m.≈
Thursday, February 15, 2024	5:00 p.m.≈
Tuesday, February 20, 2024	8:30 a.m.≈
Thursday, February 22, 2024	5:00 p.m.◆•
Thursday, March 7, 2024	5:00 p.m.Δ
Thursday, March 21, 2024	5:00 p.m.Δ
Thursday, April 4, 2024	5:00 p.m.Δ
Tuesday, April 16, 2024	8:30 a.m.Δ0

- Δ Regularly Scheduled Commission Meeting
- ≈ Board of Review and Equalization Meeting
- ◆ Board of Review and Equalization Meeting and Commission Meeting
- \* Mineral meeting
- Board of Review and Equalization– Adjourn Sine Die
- 0 The 2024-2025 Kanawha Co. Levy Rate will be set at this meeting

**PUBLIC HEARING**

**AGENDA SETTING**

**PUBLIC COMMENT**

**COUNTY MANAGER’S REPORT**

**DIRECTOR OF FINANCE’S REPORT**

**COUNTY ATTORNEY’S REPORT**

**STAFF REPORTS**

**NEW BUSINESS**

**FIDUCIARY**

Administrative Closing Order (Jamie Casto, Ward)

Administrative Closing Order (Brian Hannigan, Ward)

Administrative Closing Order (William Moss, Ward)

Order Accepting Copy of Will for Recording (Estate of Marvin Reese Gande)

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

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

Order Declaring Re-Opened Estate Closed (Estate of William Edward Campbell)

Order Declaring Re-Opened Estate Closed (Estate of Harriet Robertson Claypool)

Order Declaring Re-Opened Estate Closed (Estate of Cecelia Parker)

Order Declaring Re-Opened Estate Closed (Estate of Ervin Ward Smith)

**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 LLC	County Clerk	\$23,178.00	Fourteen Dell Optiplex 70-10 plus i7-13700 Win11-16 GB ram 512GB SSD-3yr pro \$1,185 each; five Dell Optiplex all-in-one i7-Win11-18gb Ram 512 SSD \$1,300 each; and eleven power strips \$8 each

Rodney Loftis & Son	Kanawha Co. Planning & Community Dev.	\$62,847.00	5235 Cabin Creek Rd. \$11,466; 3576 Clover Drive \$6,309; 5534 Cabin Creek Rd. \$9,7820; 1498 Dry Branch Rd. \$13,212; and 3304 DuPont Avenue \$22,140
Capital Wrestling Booster Club (PO signed 1/18/24)	Kanawha Co. Commission	\$12,000.00	Contribution for the wrestling program to include mats
Kanawha Valley Senior Services	Kanawha Co. Commission	\$10,000.00	Annual contribution for FY 2023-2024 additional funds for waiting list
Silling Associates Inc.	Kanawha Co. Commission	\$54,880.00	Phase 1 pre-designs services for Judicial Annex
City of South Charleston Dire Department	Kanawha Co. Commission	\$109,250.00	Contribution for the purchase and installation of emergency generators at four fire stations
Zetron Inc.	Kanawha Co. Commission	\$300,000.00	Radio network project
Three Point Strategies LLC	Kanawha Co. Commission	\$30,000.00	Consulting WV Legislature Jan 2024-June 2024
Astar Abatement Inc.	Kanawha Co. Planning & Community Dev.	\$19,875.00	Asbestos abatement services 8710 California Avenue
Precision Pump & Valve Service Inc.	Shawnee Sports Complex	\$7,916.00	Pool pump
ZMM Architects & Engineers Inc.	Kanawha Co. Commission	\$13,375.00	Programming and scope development Capital Sorts Complex
Capital High School Football Team (PO signed 1/18/24)	Kanawha Co. Commission	\$10,000.00	Contribution for the football program for equipment

**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 January 25, 2024*)

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 January 25, 2024*)**

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

**New Employee: Cody Allen Champlin, Kanawha County Deputy Sheriff, Kanawha County Sheriff's Law Enforcement, full-time employee, \$52,728.00 per year (certified officer), replacing Paxton Lively, effective February 1, 2024**

**New Employee: Andrew Charles Walker, Kanawha County Deputy Sheriff, Kanawha County Sheriff's Law Enforcement, full-time employee, \$49,004.80 per year, replacing Michael Simms, effective February 16, 2024**

**New Employee: Tammy Sue Smith, Day Report Office Manager, Kanawha County Sheriff's Day Report Center, full-time employee, \$30,014.40 per year, replacing Brian Forron, effective February 1, 2024**

**Appointment of Ballot Commissioners to serve for two years pursuant to W.Va. Code §3-1-19**

**Resolution stating the reasonable expectation of the County Commission of Kanawha County, West Virginia to be reimbursed for Capital Expenditures in connection with the expansion, renovation, improvement, equipping and furnishings of the Kanawha County Judicial Annex located in Charleston, Kanawha County, West Virginia, for use by the County Commission of Kanawha County, made prior to the issuance of tax-exempt revenue bonds by the Kanawha County Building Commission or other qualified issuer**

**Order updating the Board of Directors appointments to the Emergency Operations Center – Metro 911, per the Charter adopted on April 11, 2019**

**Order appointing the Executive Committee for the Emergency Operations Center – Metro 911, per the Charter adopted on April 11, 2019**

Order accepting precinct changes

Order designating Planning Department Employee Carl O'Neal as County Litter Control Officer pursuant to W.Va. Code 7-1-3ff (d) with the intent to allow him to complete a training course offered by the West Virginia Department of Environmental Protection for the purpose of issuing citations for litter, failure to dispose of solid waste, and open dumps

Order Authorizing the Sheriff of the County of Kanawha to transfer all remaining receipts received through December 31, 2022, from the Special Revenue FUND #004 (GENERAL SCHOOL FUND) to the General Fund #001-394-0-00.00

Kim Fleck, Director of Finance

**1. Fiscal Year 2023-2024 General Fund Line Item Revision**

**REVENUES:**

001-401.00.5-67.00	Commission - Transfers to other funds	(150,000)
001-401.00-2-23.00	Commission - Professional Services	75,000
001-401.00-2-30.00	Commission - Contracted Services	75,000
001-403.00-3-42.00	Circuit Clerk - Record Books	(2,000)
001-403.00-2-22.00	Circuit Clerk - Dues & Subscriptions	1,000
001-403.00-2-23.00	Circuit Clerk - Professional Services	1,000
001-406.00-1-08.01	Assessor - Overtime	(22,000)
001-406.00-1-09.00	Assessor - Temporary Salaries	22,000

**CHECK REGISTERS: SUPPLEMENTALS/EMERGENCY:**

Rodney Loftis & Son, in the amount of 62,847.00 for 5235 Cabin Creek Rd.; 3576 Clover Drive; 5534 Cabin Creek Rd.; 1498 Dry Branch Rd.; and 3304 DuPont Avenue

Kanawha Valley Senior Services, in the amount of \$10,000 for annual contribution for FY2023-2024 additional funds for waiting list

Silling Associates, Inc., in the amount of \$54,880.00 for Phase 1 pre-designs services for Judicial Annex

City of South Charleston Fire Department, in the amount of \$109,250.00 for contribution for the purchase and installation of emergency generators at four fire stations

Zetron Inc, in the amount of \$300,000.00 for radio network project

Three Point Strategies, LLC, in the amount of \$5,000.00 for consulting WV Legislature

Astar Abatement, in the amount of \$19,875.00 for asbestos abatement services 8710 California Avenue

ZMM Architects & Engineers, Inc, in the amount of \$13,375.00 for programming and scope development Capital Sports Complex

**Ratification of documents processed on January 11, 2024**

Order authorizing the President of the County Commission to Execute a Commission on Drunk Driving Grant Award Application for the Sheriff's Office

Order authorizing the Clerk of the County Commission to issue a check from the Public Safety Levy Fund, #029-711.00-5-67.00, in the amount of Three Hundred Thousand Dollars (\$300,000) to the Capital FUND #090, representing the funding for the Network Radio Project (payment #1)

Fiscal Year 2023-2024 Capital Fund Line Item Budget Revision

Fiscal Year 2023-2024 Public Safety Grant Fund Line Item Budget Revision

Letter of Intent to Sissonville Elementary School, in the amount of \$25,000.00 for contribution for a New Digital Marque

Purchase Order and Emergency Check: Humphreys Memorial United Methodist Church, in the amount of \$10,000.00 for contribution to food pantry

Purchase Order and Emergency Check: Aldersgate United Methodist Church, in the amount of \$10,000.00 for contribution to food pantry

Emergency Purchase Order: Tri-State Roofing & Sheet Metal in the amount of \$106,941.00 to provide and install new roof, butters, and downspouts on the Tyler Mountain VFD building per bids received

and emergency change order to include the butters and down spouts

**Ratification of Emergency Checks processed on January 18, 2024:**

Capital High School Football Team in the amount of \$10,000 for contribution for the football program for equipment

Capital Wrestling Booster Club in the amount of \$12,000 for contribution for the wrestling program to include mats

**Ratification of document processed on January 16, 2024:**

Emergency Check: from the Public Safety Levy Fund in the amount of \$300,000 to the Capital Fund representing the funding for the Network Radio Project (payment #1)