

KANAWHA COUNTY COMMISSION

Agenda

Thursday, January 11, 2024

5:00 P.M. CALL TO ORDER

Pledge of Allegiance
Commissioner Lance Wheeler

Moment of Silence and Recognition

MINUTES

Approval of the Minutes of the Regular Commission Meeting on
December 14, 2023

RESOLUTION/PROCLAMATION

NEW EMPLOYEES

CHANGE OF EMPLOYMENT STATUS

AGENDA ITEMS

5:00 P.M.

Discussion regarding General and Special Meetings of 2024 and Organization of the Commission to include, but not be limited to, the selection of Commission President, President Pro Tempore, and approval of Board Appointments for the Commissioners. Discussion to include setting Christmas Eve, New Years Eve Holiday Schedule and Juneteenth
Commissioner Kent Carper
Commissioner Ben Salango
Commissioner Lance Wheeler
Jennifer Herral, County Manager

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Discussion regarding disbursement of funds received from County Fire Protection Fund in the amount of \$344,478.93

Commissioner Kent Carper
Commissioner Ben Salango
Commissioner Lance Wheeler

Discussion regarding Kanawha Valley Senior Services funding request in the amount of \$80,000.00

Commissioner Kent Carper
Commissioner Ben Salango
Commissioner Lance Wheeler
Melanie Hirst, Chief Executive Officer

Discussion regarding letter from Attorney General Patrick Morrisey regarding partnership between the Attorney General’s office and the West Virginia State Auditor’s office, to ensure the opioid settlement money obtained is being used for its intended purpose

Commissioner Kent Carper

Discussion regarding funding request from Capital High School Football team for equipment. Suggested amount \$10,000

Commissioner Lance Wheeler
Commissioner Kent Carper
Commissioner Ben Salango

Discussion regarding request from Capital High School Wrestling Team for full-size wrestling mat in an amount of up to \$12,000

Commissioner Ben Salango
Commissioner Kent Carper
Commissioner Lance Wheeler
Dwayne Williams, Coach

Discussion regarding request for letter of support for the Pinch Volunteer Fire Department supporting their request for funding to Congressional Delegation for a new fire truck

Commissioner Kent Carper

Discussion regarding request from Sissonville Food Pantry in the amount of \$10,000 for their food pantry

Commissioner Lance Wheeler
Pat Taylor

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Discussion regarding request from Sissonville Elementary School in an amount up to \$25,000.00 to replace the electronic sign

Commissioner Kent Carper
Ms. Taylor Berry, Teacher

Discussion regarding request from Madelyn Hendrick's Food Pantry of Humphrey's United Methodist Church of Tornado in the amount of \$10,000.00 for their food pantry

Commissioner Lance Wheeler

Discussion regarding the County considering legal action concerning the illegal pricing scheme of Insulin, which led to increased healthcare expenses for the County while under a self-insured program

Commissioner Kent Carper

Discussion regarding request from Town of East Bank in the amount of \$2,000,000 of American Rescue Plan Funds to assist in the construction of a new sanitary sewer collection system while leaving the old, deteriorated system in place as a dedicated storm sewer system

Commissioner Kent Carper

Presentation from Advantage Valley regarding how the \$15,000 Commission Contribution was put to work in Kanawha County

Commissioner Kent Carper

Commissioner Ben Salango

Commissioner Lance Wheeler

Terrell Ellis, President & CEO, Advantage Valley

Discussion and update regarding the UKV mini grants as part of the Benedum Grant Funding which is matching funds for the ARC Power Grant

Commissioner Kent Carper

Commissioner Ben Salango

Commissioner Lance Wheeler

Samantha Morse, Grant Writer/Project Manager

Susie Salisbury, Charleston Area Alliance

Melissa Smith, Deputy County Manager

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Discussion regarding Kanawha County Emergency Radio Network System including discussion regarding how to fund
 Commissioner Kent Carper
 The Honorable Mike Rutherford, Sheriff
 David Armstrong, Deputy Director, Homeland Security & Emergency Management

Discussion regarding Fiscal Year 2024-2025 Budget including deadlines. Discussion will include funding formula
 Commissioner Kent Carper
 Commissioner Ben Salango
 Commissioner Lance Wheeler
 Kim Fleck, Director of Finance

Discussion regarding 2024 Legislative Agenda
 Commissioner Kent Carper
 Commissioner Ben Salango
 Commissioner Lance Wheeler
 Jennifer Herrald, County Manager

Kanawha County Commission meetings through April 16, 2024
 Commissioner Kent Carper
 Commissioner Ben Salango
 Commissioner Lance Wheeler

DATE	TIME
Thursday, January 25, 2024	5:00 p.m.Δ
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
Tuesday, April 16, 2024	TBD ₀

- 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

Objections and Exceptions

Order Declaring Re-Opened Estate Closed (Estate of Billie D. Mullins)

Order Declaring Re-Opened Estate Closed (Estate of Clara Dell Brown)

Order Declaring Re-Opened Estate Closed (Estate of Samuel B. Chilton aka Samuel Blackwell Childton, Jr.)

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
Pepsi-Cola (revised PO)	Shawnee Sports Complex	\$5,956.87	Increase PO 12/13/23 for Pepsi products
Charleston Light Opera Guild (ratify PO signed 12/15/23)	Kanawha Co. Commission	\$15,000.00	Contribution

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Riverside High School Food Pantry (ratify PO signed 12/15/23)	Kanawha Co. Commission	\$25,000.00	contribution
Mountaineer Custom Cartridge (ratify PO signed 12/21/23)	Sheriff's Law Enforcement Div.	\$19,755.00	10 each 10,000 rounds \$410.00 ea; 30 each 15,000 rounds \$189.00 ea; 15 each rounds \$325.00 each; and 14 each 14,000 rounds \$365.00 each
Silling Associates, Inc.	Kanawha Co. Commission	\$45,780.00	Phase 1 pre-design services for Judicial Building
FIS Lockbox Operations ATTN: Pitney Bowes	Circuit Clerk	\$43,000.00	Postage for the postage machine
Kanawha Valley Senior Services	Kanawha Co. Commission	\$80,000.00	Annual contribution FY 2023-2024
N Harris Computer Corporation	Kanawha Co. Commission	\$117,922.21	GEMS coverage 1/1/24-12/31/24
Travelers	Kanawha Co. Commission	\$63,037.93	Claim deductibles
Kanawha County 4-H Foundation	Camp Virgil Tate	\$6,321.45	Reimbursement for the Mountaineer Gas Oct \$357.79; AEP Oct \$2,397.17 and Nov. \$2,348.68; WVAWC Nov \$1,217.81
Maxwell Medals & Awards	Shawnee Sports Complex	\$6,347.50	Medals and awards
Hissam Forman Donovan Ritchie PLLC	Kanawha Co. Commission	\$14,477.27	General matters account \$1,480; Paint Creek account \$12,172.27; and Capitol Flea Market account \$825
Barcodes	Sheriff's Law Enforcement Div.	\$9,832.71	Mobile printer and accessories
Stephens Auto Center	Montgomery Police Dept.	\$20,673.00	2023 Dodge Durango for Montgomery Police Dept. per Public Safety Grant Letter of Intent
Camel Technologies, LLC	Maintenance – Christopher St.	\$14,400.00	CCTV camera system upgrade at the Day Report Center
Charleston Area Alliance – CADCO	Kanawha Co. Commission	\$8,638.05	Invoice #2 work through June-Oct 2023 ARC; and invoice #2 work June-Oct 2023 - Benedum

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Downstream Strategies	Kanawha Co. Commission	\$5,812.00	Invoice for Sept 2023 UKV Market study ARC; invoice Sept 2023 UKV Market Study Benedum
Downstream Strategies	Kanawha Co. Commission	\$5,409.25	Invoice for Oct 2023 UKV Market Study ARC; invoice October 2023 UKV Market Study Benedum
The Thrasher Group	Kanawha Co. Commission	\$76,630.00	Community relations Phase 1 East Bank, St. Albans, Montgomery and other
The Thrasher Group	Kanawha Co. Commission	\$46,100.00	Invoice for Community Relations Phgase 1 East Bank, St. Albans, Montgomery and other
GRAIL, LLC	Nitro Fire Dept.	\$9,086.00	14 cancer screenings per Public Safety Grant Letter of Intent
Zones, LLC	Prosecuting Attorney	\$13,035.00	Eleven (11) Dell Optiplex 7010 tower plus i7-13700 win 11-16GB ram 512 GB SSD-3yr Pro @ \$1,185.00; and five (5) APC surge protectors \$8 each
Enviroprobe Integrated Solutions, Inc.	Kanawha Co. Commission	\$14,191.25	Paint Creek Spill to include document review, site visits and plan development

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 2023-2024 budget revision*):

Vendor	Department	Amount	Comments/Description
Rocky Fork Enterprizes	Law Enforcement	\$11,735.18	Body work and repairs to MDENT vehicle

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 11, 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 11, 2024*)

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

Organization of the Commission

Commissioner Kent Carper

Commissioner Ben Salango

Commissioner Lance Wheeler

Jennifer Herrald, County Manager

Notice of General and Special Meetings of the County Commission of Kanawha County

Commissioner Kent Carper

Commissioner Ben Salango

Commissioner Lance Wheeler

Jennifer Herrald, County Manager

Order ratifying the Kanawha County Commission President's signature on the Settlement Agreement and Mutual Release (Civil Action No. 2:23-cv-00142)

Order authorizing the President of the Kanawha County Commission to Sign a Lease Agreement between Kanawha County Commission and Leaf Capital Funding, LLC (Circuit Clerk)

Approval of the Erroneous Assessments Submitted by the Kanawha County Assessor (decrease \$55,591.52)

Marc Slotnick, County Attorney

Authorization for the President of the County Commission to sign a Contract of Lease between the Kanawha County Commission and Craig Lane

Order adopting Kanawha County Commission Limited English Proficiency Plan and Notice Statements under the recently adopted Grievance Procedure for Complaints relating to alleged discrimination based on race, color, national origin, sex, age, or disability

Order authorizing the President of the County Commission to execute an Exemption Certificate for State and Local Government for Sutphen Fire Equipment regarding the purchase of a Sutphen Commercial Fire Engine

West Virginia Certified Development Community (CDC) Program Resolution of Participation and Cooperation

Order authorizing the President of the County Commission to execute a Grant Award from the WV Courthouse Facilities Improvement Authority totaling \$100,000 for Grant period of January 1, 2024, through December 31, 2024 to refurbish the elevator in the main courthouse

Authorization for the President of the Kanawha County Commission to Sign a Sales Order, Maintenance Agreement, and Customer Network Acceptance Form between the Kanawha County Commission and Komax Business Systems for the Kanawha County Sheriff's Department

Order Authorizing the Clerk of the County Commission to issue a check from the General County Fund, #001-916.00-5-68.00 (Public Libraries Contribution), in the amount of Two Hundred Sixty Thousand Eight Hundred Twenty Five Dollars Eighty Seven Cents (\$260,825.87) to the Kanawha County Public Library, representing final reconciliation of accounts due for the period July 1, 2022 through June 30, 2023

Kim Fleck, Director of Finance

The Revision of the Levy Estimate (Budget) for the County of Kanawha – F.Y. 2023-2024 General Fund Budget Revision #7

Kim Fleck, Director of Finance

1. **Fiscal Year 2023-2024 Opioid Settlement Fund Line Item Budget Revision**

REVENUES:

040-000.00-324-0-00.00	Opioid Settlement - Other Grants	2,915,233
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EXPENDITURES:

040-401.00-2-30.00	Opioid Settlement - Contracted Services	515,233
040-401.00-2-23.00	Opioid Settlement - Professional Services	400,000
040-401.00-5-68.00	Opioid Settlement - Contributions	2,000,000

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

REVENUES:

001-418.00-3-41.00	Purchasing - Supplies	2,370
001-418.00-2-16.00	Purchasing - M & R Equipment	(1,500)
001-418.00-2-19.00	Purchasing - Bldg & Equip Rental	(870)

3. **Fiscal Year 2023-2024 General Fund Budget Revision #7**

EXPENDITURES:

001-401.00-5-67.00	Co Comm - Transfer to other funds	(11,736)
001-700.00-2-17.00	Sheriff LED - Maint. & Repair Auto	11,736

CHECK REGISTERS: SUPPLEMENTALS/EMERGENCY:

FIS Lockbox Operations ATTN: Pitney Bowes in the amount of \$43,000.00 for Circuit Clerk's postage for the postage machine

Kanawha Valley Senior Services in the amount of \$80,000.00 for annual contribution FY2023-24

N. Harris Computer Corporation in the amount of \$117,922.21 for GEMS coverage 1/1/24-12/31/24

Travelers in the amount of \$63,037.93 for claim deductibles

Ratification of document processed on December 13, 2023:

Emergency Check to Parks & Recreation Fund #013 for monthly from hotel/motel occupancy taxes

Ratification of documents processed on December 15, 2023:

Emergency Check: Riverside High School Food Pantry in the amount of \$25,000.00 for contribution

Emergency Check: Charleston Light Opera Guild in the amount of \$15,000.00 for contribution

Emergency Check: JP Morgan Chase Bank, NA in the amount \$385,752.42 final bond payment

Ratification of document processed on December 18, 2023:

Emergency Check: GAI Consultants in the amount of \$857.50 for Strawberry Road study invoice

Ratification of document processed on December 20, 2023:

Order closing the Kanawha County Courthouse at 12:00 Noon on December 22, 2023, pursuant to W.Va. Code §7-3-2

Ratification of documents processed on December 21, 2023:

Order reappointing Kim Fleck to EnAct, Inc.

New Employee: Chelsea Roberts, Deputy Clerk, Kanawha County Circuit Clerk's office, full-time employee, \$26,000.00 per year, replacing Ida Pitchford, effective January 5, 2024

Order Confirming and Approving Cash Disbursements to be made by the Clerk of the Kanawha County Commission for the General Fund

Order Confirming and Approving Cash Disbursements to be made by the Clerk of the Kanawha County Commission for Special Funds

Order Confirming and Approving Cash Disbursements to be made by the Clerk of the Kanawha County Commission for Special Funds #2

Ratification of document processed on January 11, 2024:

Emergency Check: Kanawha Valley Senior Services, in the amount of \$80,000.00 for annual contribution