

KANAWHA COUNTY COMMISSION

Agenda

Thursday, February 22, 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
February 8, 2024

Approval of the Minutes of the Special Commission Meeting on
February 13, 2024

Approval of the Minutes of the Special Commission Meeting on
February 15, 2024

Approval of the Minutes of the Special Commission Meeting on
February 20, 2024

RESOLUTION/PROCLAMATION

NEW EMPLOYEES

CHANGE OF EMPLOYMENT STATUS

AGENDA ITEMS

5:00 P.M.

Discussion regarding 2024-2025 Budget to include but not be limited to budget presentations from:

- The Honorable Charles Miller, Prosecutor
- The Honorable Sallie Robinson, Assessor
- The Honorable Cathy Gatson, Circuit Clerk
- The Honorable Vera McCormick, County Clerk
- The Honorable Michael Rutherford, Sheriff

Commission President Lance Wheeler

Commissioner Ben Salango

Commissioner W. Kent Carper

Kim Fleck, Director of Finance

Jennifer Herrald, County Manager

Discussion regarding any and all matters related to the Fiscal Year 2024-2025 Budget, to include outside agencies' budget requests received from:

- Kanawha Valley Senior Services
- Camp Virgil Tate
- Kanawha-Charleston Health Department
- Pretera
- Kanawha County Parks & Recreation
- WVU Extension Service
- Charleston Area Alliance
- Kanawha-Charleston Humane Association

Commission President Lance Wheeler

Commissioner Ben Salango

Commissioner W. Kent Carper

Kim Fleck, Director of Finance

Jennifer Herrald, County Manager

Funding request from Westside Middle School in the amount of \$8,589.95 for Football Helmets

Commission President Lance Wheeler

Commissioner Ben Salango

Commissioner W. Kent Carper

**Funding Request from Special Olympics West Virginia-Kanawha County in the amount of \$10,000.00 for help pay for yearly expenses
Commission President Lance Wheeler
Commissioner Ben Salango
Commissioner W. Kent Carper
Mitch Collins, Co-Chair**

**Funding request from the Town of Glasgow in the approximate amount of \$20,000 for assistance with the replacement of a sidewalk adjacent to the Glasgow Municipal Building
Commission President Lance Wheeler
Commissioner Ben Salango
Commissioner W. Kent Carper**

**Funding Request from Ruffner Elementary School in the amount of \$3,000.00 for money towards a new electronic marquee sign
Commission President Lance Wheeler
Commissioner Ben Salango
Commissioner W. Kent Carper
Henry Nearman, Principal**

**Discussion regarding Big Bend Golf Course partial temporary closure for flood repairs from flooding event 2/27/21-3/4/21
Commission President Lance Wheeler**

**Discussion regarding the County P-Card Program to include but not be limited to extending the program, having a P-Card Coordinator in each Elected official office, issuing cards to certain employees designated by each Elected Official, and updating the P-Card policies
Commission President Lance Wheeler
Commissioner Ben Salango
Commissioner W. Kent Carper**

**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 May 2024
Commission President Lance Wheeler
Commissioner Ben Salango
Commissioner W. Kent Carper

DATE	TIME
Thursday, March 7, 2024	5:00 p.m.
Thursday, March 21, 2024	5:00 p.m.
Thursday, April 4, 2024	5:00 p.m.
Tuesday, April 16, 2024	8:30 a.m.*
Tuesday, May 7, 2024	5:00 p.m.
Monday, May 20, 2024	12:00 p.m.

*The 2024-2025 Kanawha Co. Levy Rate will be set at this meeting

Discussion regarding Election and important dates
Commission President Lance Wheeler

DATE	TIME	EVENT/LOCATION
Wednesday, April 24, 2024	9:00 a.m.	Public Test, Early Voting, Voter's Registration Office
Wednesday, May 1, 2024 through Saturday, May 11, 2024	Mon. - Fri. 8:00am-5:00pm; & Sat. 9:00am-5:00pm	Early Voting for Primary Election
Tuesday, May 7, 2024	3:00 p.m.	Public Test, Christopher Street and Voter's Registration Office
Monday, May 13, 2024	7:00 a.m. – 4:00 p.m.	Voting Supplies, Voter's Registration Office
Tuesday, May 14, 2024	6:30 a.m. to 7:30 p.m.	Primary Election Day
Monday, May 20, 2024	7:00 a.m.	Canvass, Voter's Registration Office

PUBLIC HEARING

AGENDA SETTING

PUBLIC COMMENT

COUNTY MANAGER'S REPORT

DIRECTOR OF FINANCE'S REPORT

COUNTY ATTORNEY'S REPORT

STAFF REPORTS

NEW BUSINESS

FIDUCIARY

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 Thomas Bryan Bickel, III)

Order Declaring Re-Opened Estate Closed (Estate of Joseph Charles Doran)

Order Declaring Re-Opened Estate Closed (Estate of Mary J. Harper)

Order Declaring Re-Opened Estate Closed (Estate of Phyllis J. Ramsey)

Order Declaring Re-Opened Estate Closed (Estate of Karen Louise Winter)

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
Rocky Fork Enterprizes LLC	Sheriff’s Law Enforcement Div.	\$36,000.00	Vehicle maintenance contract for KCSO vehicles per county contract
Astar Abatement Inc.	Kanawha Co. Planning & Community Dev.	\$9,980.00	Asbestos abatement 1264 Parkway Drive

Rodney Loftis & Son	Kanawha Co. Planning & Community Dev.	\$35,801.50	Demolition services: 36 Do Si Do Lane \$5,570.50; 207 1st Avenue \$11,232; 128 5th Avenue \$6,336; 115 Tompkins Avenue \$4,851; 16 2nd Avenue \$7,812
Kanawha County Parks & Recreation Commission	Kanawha Co. Parks Police	\$15,373.06	Reimbursement to Kanawha County Parks Police for Public Safety Grant Equipment Purchases
WVSU Foundation	Kanawha Co. Commission	\$256,240.00	Summer camp program \$60,250; academic scholarships \$113,130; academic internships \$40,200; cybersecurity awareness workshops \$42,660
Kanawha-Charleston Humane Association	Kanawha-Charleston Humane Association	\$55,250.00	Contribution to assist with spay/neuter program
Kanawha County Parks & Recreation Commission	Kanawha Co. Commission	\$20,034.00	Reimbursement for repairs to Pioneer Park Pool
Downstream Strategies	Kanawha Co. Commission	\$17,591.25	UKV Market Study ARC \$5,863.75; UKV Market Study Benedum \$5,863.75
Civil & Environmental Consultants	Kanawha Co. Commission	\$15,190.00	UKV Rim Trail Arc \$9,873.50; UKV Rim Trail \$5,316.50
The Thrasher Group Inc.	Kanawha Co. Commission	\$73,630.00	Brownfield St. Albans Montgomery East Bank
The Thrasher Group Inc.	Kanawha Co. Commission	\$46,100.00	Brownfield St. Albans Montgomery East Bank
The Thrasher Group Inc.	Kanawha Co. Commission	\$46,890.00	Brownfield St. Albans Montgomery East Bank
Rain-Flo Irrigation LLC	Shawnee Sports Complex	\$6,579.69	Parts for water reels

AMG Network Hosting	Pratt Police Department	\$6,399.29	2 Dell Latitude 5430 rugged \$2,197.14 each; 2 Jarvis car mounts \$700 each; installation \$125; 1-year remoted management and monitoring 2 laptops \$480 er public safety grant letter of intent
WV Housing Development Fund	Kanawha Co. Commission	\$500,000.00	Demolition program loan payment in full
ES&S	County Clerk – Elections	\$12,792.50	69 EXV, DS2, battery, 18.5V \$185 ea; 5 DS2, BB, hardware, lock keyed, 19 X 16MM grip step tab \$5.50 ea
Dell Technologies	Sheriff's Law Enforcement Div.	\$12,615.25	4 each Dell Latitude 5430 Rugged \$2050.00; 5 each Optiplex Tower 7010 \$883.06
WV Outdoor	Kanawha Co. Planning & Community Dev.	\$5,725.00	Billboards for spring cleanups
Special Olympics of WV	Kanawha Co. Commission	\$10,000.00	Contribution for program costs for providing sports and social interactions

PURCHASE ORDERS

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
Regional Development Authority	Kanawha Co. Commission	\$136,3003.00	Nonfederal match on EPA award Leatherwood Water Project transfer for continued project expenses

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 February 8, 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 February 8, 2024*)

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

Order authorizing the President of the County Commission to Execute an Emergency Management Performance Grant Award Application for the Kanawha County Emergency Management Office
Jordan Goble, Emergency Management Specialist

Approval of the Erroneous Assessments Submitted by the Kanawha County Assessor (decrease \$158,944.82)

Marc Slotnick, County Attorney

Demolition Order: In the matter of the property owned by Charleston Welding Company LLC – COD2023-0022 (Tax Map 3A Parcel 170, Jefferson District)

Demolition Order: In the matter of the property owned by William Scott Hamrick, Jeffrey David Hamrick, Tracey Lee Hill and John Wesley Hamrick, devisees under the Last Will and Testament of Otis Keith Hamrick, deceased – 23-0751 (Tax Map 30A Parcel 0063 0001, Cabin Creek District)

Demolition Order: In the matter of the property owned by Richard L Collins – COD 2023-0407 (Tax Map 6 Parcel 0146 0001 6002, Jefferson District)

Demolition Order: In the matter of the property owned by YATTI, LLC – COD2023-0735 (Tax Map 31B Parcel 24, Union District)

Demolition Order: In the matter of the property owned by Arbutus Gibson – COD 2023-0709 (Tax Map 24 Parcel 13, Cabin Creek District)

Demolition Order: In the matter of the property owned by Larry A. Nunley and Barbara K. Nunley – COD 2023-0707 (Tax Map 26B Parcel 13, Cabin Creek District)

Demolition Order: In the matter of the property owned by Phillip Pell – COD 2023-00062 (Tax Map 60A Parcel 11, Cabin Creek District)

Demolition Order: In the matter of the property owned by Windy Williams – COD 2023-0363 (Tax Map 6C Parcel 203.1, Jefferson District)

Demolition Order: In the matter of the property owned by Dana V. Clay – COD 2023-0502 (Tax Map 17F Parcel 19, Malden District)

Demolition Order: In the matter of the property owned by Terry Gene Turner, Jr., as sole heir at law of Terry Gene Turner, Sr. – COD 2023-0772 (Tax Map 27A Parcel 69, Loudon District)

Demolition Order: In the matter of the property owned by John R. Vaughan, secured by Peoples Federal Credit Union – COD 2023-0047 (Tax Map 21M Parcel 21 & 20, Jefferson District)

Demolition Order: In the matter of the property owned by Lisa M. Yates secured by United Bank – COD 2023-0753 (Tax Map 45B Parcel 22, Elk District)

Demolition Order: In the matter of the property owned by Richard Gibson – COD 2023-0023 (Tax Map 6R Parcel 92.1, Jefferson District)

Demolition Order: In the matter of the property owned by Aleesha Gray and John D Henderson Jr – COD 2023-0656 (Tax Map 3A Parcel 170, Jefferson District)

Demolition Order: In the matter of the property owned by NAJ, LLC – COD 2023-0126 (Tax Map 9 Parcel 112.1, Malden District)

**Demolition Order: In the matter of the property owned by NAJ, LLC
– COD2023-0580 (Tax Map 38D Parcel 104, Cabin Creek District)**

**Demolition Order: In the matter of the property owned by NAJ, LLC
– COD2023-0120 (Tax Map 18E Parcel 29, Malden District)**

Order ratifying the President of the Kanawha County Commission signature on the Interpretation and Translation Services and Related Services Contract #R210605 Administered by OMNIA Partners

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

**Order Authorizing the Clerk of the County Commission to issue a check from the County Manager Fund (#019-401.00-5-67.00), in the amount of Sixty Nine Thousand Eight Hundred Twenty Seven Dollars Seventy Five Cents (\$69,827.75), to the General Fund (#001) as reimbursement for costs associated with the Paint Creek Spill
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 #9
Kim Fleck, Director of Finance**

1. Fiscal Year 2023-2024 Fiduciary Fund Line Item Budget Revision

EXPENDITURES:

016-411-00-2-20.00	Fiduciary – Publication	(3,500)
016-411.00-2-19.00	Fiduciary – Building & Equipment Rental	1,500
016-411.00-3-41.00	Fiduciary – Supplies	2,000

2. Fiscal Year 2023-2024 County Managers Fund

REVENUE:

019-366-0-00.00	Co Manager's Fund - Misc Revenue	250,000
-----------------	----------------------------------	---------

EXPENDITURE:

	Co Manager's Fund - Contributions;	
019-401.00-5-68.01	Paint Creek Settlement	180,172
019-401.00-5-67.00	Co Manager's Fund - Transfers to other funds	69,828

3. Fiscal Year 2023-2024 General Fund Budget Revision #9

REVENUES:

001-000.00-322-0-34.00	Federal Grants- BJAG	220,234
001-000.00-323-0-00.00	State Grant	545,200
001-000.00-366-0-01.00	Misc Revenue - Insurance Claims	12,947

EXPENDITURES:

001-442.08-3-41.00	Federal Grant BJAG- Supplies	43,134
001-442.08-3-41.01	Federal Grant BJAG - Equipment	157,100
001-442.08-2-21.00	Federal Grant BJAG - Training	20,000
001-443.01-5-68.00	State Grant - Leatherwood	545,200
001-700.00-2-17.00	Sheriff LED - M & R Auto	12,947

4. Fiscal Year 2023-2024 General Fund Line Item Revision

REVENUES:

001-404.00-2-20.00	Sheriff Tax - Publications	(15,000)
001-404.00-3-41.00	Sheriff Tax - Supplies & Materials	15,000
001-412.00-2-30.00	Ext Services - Contracted Services	(10)
001-412.00-2-22.00	Ext Services - Dues & Subscriptions	10

CHECK REGISTERS: SUPPLEMENTALS/EMERGENCY:

WVSU Foundation in the amount of \$256,240.00 for summer camp program, academic scholarships; academic internships, and cybersecurity awareness workshops

Kanawha-Charleston Humane Association in the amount of \$55,250.00 for contribution to assist with spay/neuter program

Kanawha County Parks & Recreation Commission in the amount of \$20,034.00 for reimbursement for repairs to Pioneer Park Pool

Special Olympics of WV in the amount of \$10,000.00 for contribution for program costs for providing sports and social interactions

LETTERS OF INTENT

Town of East Bank in the amount of \$250,000 to construct a new sanitary sewer system – funds are to be the last source of funding used. Any funds remaining are to be returned to the Kanawha County Commission should they not be needed to complete the project

Town of East Bank in the amount of \$750,000 to construct a new sanitary sewer system

Ratification of documents processed on February 8, 2024:

Order Authorizing the Clerk of the County Commission to issue a check from the County Manager Fund (#019-401.00-5-67.00), in the amount of Two Hundred Fifty Thousand Dollars (\$250,000), to the Building Demolition Fund (#024) as partial payment of the WVHDF Demolition loan, loan to be paid in full (\$500,000)

Fiscal Year 2023-2024 ARPA 2021 Fund Line Item Budget Revision

Fiscal Year 2023-2024 County Managers Fund

Fiscal Year 2023-2024 Building Demo Fund Line Item Budget Revision

Ratification of emergency check processed on February 12, 2024:

Emergency Check: Building Demolition Fund in the amount of \$250,000 for partial payment of the WVHDF Demolition loan

Ratification of document processed on February 13, 2024:

Alan J. Nichols, Assistant Prosecuting Attorney, Kanawha County Prosecuting Attorney's office, full-time employee, \$85,000.00 per year, replacing Jennifer Crane, effective February 14, 2024

Order authorizing the President of the Kanawha County Commission sign the Legal Services Contract

Purchase Order and Emergency Check: Stephens Auto in the amount of \$11,960.48 for various maintenance and repair services for The Kanawha County Sheriff's Department Law Enforcement (emergency check needed because invoices were never received in accounting and account is now delinquent – invoices were given to personnel picking up the vehicles)

Emergency Checks to US Bank in the total amount of \$24,185.82 for p-card payments

Regular payroll