

# **KANAWHA COUNTY COMMISSION**

## ***Agenda***

### **Thursday, February 8, 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 25, 2024

Approval of the Minutes of the Special Commission Meeting on  
February 1, 2024

Approval of the Minutes of the Special Commission Meeting on  
February 6, 2024

**RESOLUTION/PROCLAMATION**

Elkview Middle School Cheer Team for Winning the Kanawha  
County Cheer Competition

**NEW EMPLOYEES**

**CHANGE OF EMPLOYMENT STATUS**

## **AGENDA ITEMS**

**5:00 P.M.**

**Presentation from Sam Wilkes with Thrasher Engineering to provide an update regarding the Kanawha County Brownfields Assessment Projects. Discussion will include potential vote to reapply with EPA Brownsfield grant for next year**

**Commission President Lance Wheeler**

**Commissioner Ben Salango**

**Commissioner W. Kent Carper**

**Discussion regarding paying off the WV Housing Development Fund in the amount of \$500,000, to avoid interest accrual beginning March 1, 2024; funds were used for dilapidated structure removal**

**Commission President Lance Wheeler**

**Update regarding the Capital Sports Complex**

**Commissioner Ben Salango**

**Jennifer Herrald, County Manager**

**Discussion regarding request from Kanawha Charleston Humane Association in the amount of \$55,350 from the Dog Fund for costs of spay and neuter services**

**Commission President Lance Wheeler**

**Discussion and update regarding Major Disaster Declaration for August 2023 Flooding Event**

**Commission President Lance Wheeler**

**Commissioner Ben Salango**

**Commissioner W. Kent Carper**

**C.W. Sigman, Director of Homeland Security and Emergency Management**

**Discussion and report of ARP Activity**

**Proposed Use of American Rescue Plan Funds**

<b>Name</b>	<b>Request</b>
KC -133 Kanawha County Regional Development Authority	\$269,000.00 This project will construct a waterline extension providing clean, safe, and reliable water to 14 residents of Relation Road
KC-122 Town of East Bank	\$1,000,000.00 The Town of East Bank proposes to construct a new sanitary sewer collection system while leaving the old, deteriorated system in-place as a dedicated storm sewer system

**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
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
Tuesday, May 7, 2024	5:00 p.m.Δ
Monday, May 20, 2024	12:00 p.m.Δ

- 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

**Discussion regarding Election and important dates**  
**Commission President Lance Wheeler**

DATE	TIME	EVENT/LOCATION
Wednesday, April 16, 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**

Objections and Exceptions

Order Declaring Re-Opened Estates Closed

**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>
Tri-State Fencing, Inc.	Kanawha Co. Commission	\$16,944.75	Repair judges’ gate damaged by Magistrate Lopez
Matheny Fire & Emergency (ratify PO signed 1/29/24)	Emergency Services	\$5,762.00	Emergency repairs to county fire truck currently out of service
Clendenin VFD (ratify emergency PO signed 1/26/24)	Clendenin Volunteer Fire Dept.	\$10,935.93	County fire protection funding contribution
Tri-State Roofing & Sheet Metal Co.	W. Kent Carper Justice & PS Complex	\$37,621.00	Emergency roof repairs due to wind damage for the W Kent Carper Justice & Public Safety “A” Building
Downstream Strategies	Kanawha Co. Commission	\$7,373.50	UKV Market Study ARC \$3,686.75; Benedum November 2023 \$3,686.75

ECS	Kanawha Co. Commission	\$6,200.00	UKV mini grant – Glasgow round 1 09-2023 through 11-2023
City of Smithers	Kanawha Co. Commission	\$5,381.00	UKV mini grant Smithers Round 1 bronze storefront frame
Rodney Loftis & Son	Kanawha Co. Planning & Community Dev.	\$36,713.50	Demolition services: 1213 Cabin Creek Rd. \$14,490; 6013 Bobolink Lane \$10,971; 5950 Kelleys Creek Road \$5,650; 59245 Kellys Creek Road \$5,602.50
Mid-State Ford	Handley Police Department	\$23,732.50	Partial payment of 2023 Ford Police utility vehicle for the Town of Handley per Public Safety Grant letter of intent
Kanawha County 4-H Foundation	Camp Virgil Tate	\$5,903.48	Utility reimbursement Mountaineer Gas \$551,85; AEP \$3,951.77; WVAWC \$1,399.86

### **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 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

**Change in Status: Juanita Marie Edwards, Administrative Assistant, Planning Department, non-exempt employee, replacing Stephanie Petruso, effective February 14, 2024**

**Order reappointing William Cunningham to the Regional Development Authority of Charleston-Kanawha County (term to expire January 28, 2027)**

**Order appointing John Hamilton Meritorious Member for Life to Participate as a Board Member with the Kanawha County Parks & Recreation Commission with all rights, opulence, and privileges thereof**

**Order reappointing David Pope to the Kanawha County Parks and Recreation Commission (term to expire February 10, 2027)**

**Order reappointing Karen Haddad to the Kanawha County Parks and Recreation Commission (term to expire February 10, 2027)**

**Order reappointing Andrew Jordon to the Kanawha County Parks and Recreation Commission (term to expire February 10, 2027)**

**Order reappointing Chris Hamilton to the Kanawha County Parks and Recreation Commission (term to expire February 10, 2027)**

**Order appointing Larry Tyler Ohrn to the Kanawha County Parks and Recreation Commission filling a vacancy (term to expire February 10, 2027)**

**Approval of the Erroneous Assessments Submitted by the Kanawha County Assessor (decrease \$32,848.57)  
Marc Slotnick, County Attorney**

**Order ratifying signature of the President of the Kanawha County Commission on Zetron Customer Scope of Work, which includes Cascade Voting/Simulcast Solution, Terms and Conditions (dated 1/22/2024), and Sourcewell Contract 042021-ZET**

**Order authorizing the President of the Kanawha County Commission to execute a Justice and Community Services Community Corrections Grant Application for the Kanawha County Day Report Center  
Samantha Morse, Grant Writer/Program Manager**

Order authorizing the President of the Kanawha County Commission to execute the Tower Rental Agreement between Lloyd Hoff Holding Corporation and Kanawha County OES

The Revision of the Levy Estimate (Budget) for the County of Kanawha – F. YH. 2023-2024 General Fund Budget Revision #8  
 Kim Fleck, Director of Finance

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

**EXPENDITURES:**

207-401.00-5-68.00	ARPA 2021 - Contributions	(269,000)
207-401.05-5-68.05	ARPA 2021 - Clean Water- Sewer	269,000

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

**REVENUES:**

090-366-0-00.00	CAPITAL EQUIP - Misc Revenues	32,621
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**EXPENDITURES:**

090-401.00-4-50.07	CAPITAL EQUIP - Project 301 Buildings	32,621
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**3. Fiscal Year 2023-2024 Home Confinement Fund Line item Revision**

**EXPENDITURES:**

008-705.00-2-30.00	Home Conf – Contracted Services	(4,000)
008-705.00-1-03.02	Hone Conf – Part-time Salaries	4,000

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

**REVENUES:**

001-401.00-5-67.00	Co Comm - Transfers to other funds	(25,000)
001-401.00-2-26.00	Co Comm - Insurance	25,000
001-443.35-1-03.01	Day Report - Fulltime Salaries	(5,000)
001-443.35-2-17.00	Day Report - M & R Auto	5,000
001-701.00-2-12.00	Legal Process - Printing	(300)
001-701.00-2-16.00	Legal Process - M & R Equipment	(1,000)
001-701.00-2-19.00	Legal Process - Building/Equipment Rent	(6,500)
001-701.00-2-22.00	Legal Process - Dues & Subscriptions	(500)
001-701.00-3-41.01	Legal Process - Equipment Non Depr	(10,000)
001-701.00-2-17.00	Legal Process - M & R Auto	18,300



**5. Fiscal Year 2023-2024 General Fund Budget Revision #8**

**REVENUES:**

001-000.00-366-0-00.00	Misc Revenue- Insurance Claims	15,230
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**EXPENDITURES:**

001-401.00-5-67.00	Co Comm - Transfers to other funds	(60,000)
001-700.00-2-11.01	Sheriff LED - Telephone MDT	15,000
001-700.00-2-17.00	Sheriff LED - Maint. & Repair Auto	15,230
001-700.00-3-43.00	Sheriff LED - Gas/Oil/ Tires	45,000

**CHECK REGISTERS: SUPPLEMENTALS/EMERGENCY:**

Kanawha County 4-H Foundation in the amount of \$5,903.48 for utility reimbursement

**Ratification of document processed on January 12, 2024:**

Change in Status – Kellie Baker-Harding

**Ratification of documents processed on January 25, 2024:**

Order Confirming and Approving Purchase Orders in excess of \$4,999.99 to be issued by the Kanawha County Commission Purchasing Department

Fiscal Year 2023-2024 County Fire Protection Fund Line Item Budget Revision

**Ratification of documents processed on January 26, 2024:**

Emergency Check: Clendenin Fire Department in the amount of \$10,935.94 from the county fire protection funding contribution

Emergency Checks from the county fire protection funding contribution: Pinch VFD in the amount of \$10,935.93; Malden VFD in the amount of \$10,935.93; Rand VFD, in the amount of \$10,935.93; Belle VFD in the amount of \$10,935.93; Cedar Grove VFD in the amount of \$10,935.93; Glasgow VFD in the amount of \$10,935.93; Smithers VFD in the amount of \$5,467.92; Handley VFD in the amount of \$10,935.93; Montgomery VFD in the amount of \$10,935.93; Pratt VFD in the amount of \$10,935.9; East Bank VFD in the amount of \$10,935.93; Cabin Creek VFD in the amount of \$10,935.93; Chesapeake VFD in the amount of \$10,935.93; Marmet Community VFD in the amount of \$10,935.93; Loudendale VFD in the amount of \$10,935.93; Alum Creek VFD in the amount of \$10,935.93; Davis Creek VFD in the amount of \$10,935.93; Jefferson VFD in the amount of \$10,935.93; Lakewood VFD in the amount of \$10,935.93; West Side #2 VFD in the amount of \$10,935.93; West Side/St. Albans VFD in the amount of \$10,935.93; Tyler Mountain VFD in the amount of \$10,935.93; Institute VFD in the amount of \$10,935.93; Sissonville VFD in the amount of \$10,935.93; Frame VFD in the amount of \$10,935.93; Yeager Airport Fire Dept. in the amount of \$10,935.93; Charleston Fire Department in the amount of \$10,935.93; St. Albans Fire Dept. in the amount of \$10,935.93; Nitro Fire Dept. in the amount of \$10,935.93; Dunbar Community VFD in the amount of \$10,935.93; South Charleston Fire Department in the amount of \$10,935.94; and Clendenin VFD in the amount of \$10,935.93

**Ratification of Purchase Order processed on January 29, 2024:**

Emergency Check: Matheny Fire & Emergency in the amount of \$5,762.00 for emergency repairs to county fire truck currently out of service

Regular payroll

**Ratification of documents processed on February 1, 2024:**

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 1, 2024*)

**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 1, 2024*)**

**Resolution Honoring Fred McCormick**

**Resolution Honoring Dale Petry**

**Resolution Honoring Joe Melton**

**Resolution Honoring David Dodd**