

MINUTES OF A REGULAR SESSION OF THE COUNTY COMMISSION OF KANAWHA COUNTY, WEST VIRGINIA, HELD IN THE COMMISSION COURTROOM, LOCATED IN CHARLESTON, WEST VIRGINIA THEREOF ON APRIL 4, 2024.

A REGULAR MEETING OF THE COUNTY COMMISSION OF KANAWHA COUNTY, WEST VIRGINIA, WAS HELD ON APRIL 4, 2024, BEGINNING AT 5:00pm

THE FOLLOWING MEMBER WAS PRESENT:

**LANCE WHEELER, COMMISSION PRESIDENT
BEN SALANGO, COMMISSIONER
KENT CARPER, COMMISSIONER**

04/02/24	2024-151	Closing of the Courthouse on April 2, 2024, at 1:00 p.m.
04/04/24	2024-152	Order Confirming and Approving Purchase Orders in Excess of \$4,999.99 to be issued by the Kanawha County Commission Purchasing Department
04/04/24	2024-153	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
04/04/24	2024-154	Order Confirming and Approving Cash Disbursements to be made by the Clerk of the Kanawha County Commission for the General Fund
04/04/24	2024-155	Order Confirming and Approving Cash Disbursements to be made by the Clerk of the Kanawha County Commission for Special Funds
04/04/24	2024-156	Change of Status: Custodial Department Pay Increases
04/04/24	2024-157	Change of Status: Jared Moles, Maintenance Property Specialist from \$30,000 to \$35,000, effective April 16, 2024
04/04/24	2024-158	New Employee: Frederick F. Holroyd III, Assistant Prosecuting Attorney, Kanawha County Prosecuting Attorney's office, full-time employee, \$91,000.00 per year, replacing Samuel Marsh, effective April 5, 2024
04/04/24	2024-159	New Employee: Isaac Tincher, Assistant Prosecuting Attorney, Kanawha County Prosecuting Attorney's office, full-time employee, \$70,000.00 per year, filling a vacant position, effective April 15, 2024
04/04/24	2024-160	New Employee: Ballie M. Smith, Legal Assistant, Kanawha County Prosecuting Attorney's office, full-time employee,

\$32,000.00 per year, filling an open position, effective April 15, 2024

04/04/24	2024-161	Applications for Apportionment of Personal Property Taxes Pursuant to Final Divorce Orders in Accordance with Chapter 11, Article 5, Section 14, of the Code of West Virginia
04/04/24	2024-162	Authorization for the President of the Kanawha County Commission to Sign a construction agreement with the successful contractor for the Coonskin Park FEMA project DR 4605 PW 67 and Issue a Notice to Proceed
04/04/24	2024-163	Authorization for the President of the Kanawha County Commission to Sign a construction agreement with the successful contractor for the Big Bend Park repair ARP project and Issue a Notice to Proceed
04/04/24	2024-164	New Employee: Michael Hindman, Seasonal Employee/Intern, Kanawha County Commission, part-time employee, \$12.00 per hour, effective May 6, 2024
04/04/24	2024-165	New Employee: Zachariah Krason, Seasonal Employee/Intern, Kanawha County Commission, part-time employee, \$12.00 per hour, effective June 4, 2024
04/04/24	2024-166	New Employee: Anthony Whitlock, Seasonal Employee/Intern, Kanawha County Commission, part-time employee, \$12.00 per hour, effective June 4, 2024
04/04/24	2024-167	New Employee: Katie Goble, Seasonal Employee/Intern, Kanawha County Commission, part-time employee, \$12.00 per hour, effective June 4, 2024
04/04/24	2024-168	The Revision of the Levy Estimate (Budget) for the County of Kanawha – F. Y. 2023-2024 General Fund Budget Revision #11
04/04/24	2024-169	Order Confirming and Approving Cash Disbursements to be made by the Clerk of the Kanawha County Commission of West Virginia (supplemental)

Resolution approved/processed at the 04/02/24 Commission Meeting:

04/04/24	2024-170	Resolution Supporting Organ Donation & National Donate Life Month
04/04/24	2024-171	Resolution honoring Cedar Grove Volunteer Fire Department for 50 Years of Service in EMS

Budget Revisions approved/processed at 04/04/24 Commission Meeting:

Fiscal Year 2023-2024 County Managers Fund

Fiscal Year 2023-2024 General Fund Line Item Revision

Fiscal Year 2023-2024 General Fund Budget Revision #11

Minutes approved/processed at the 04/04/24 Commission Meeting:

Approval of the Minutes of the Regular Commission Meeting on March 21, 2024

Fiduciary orders approved/processed at 04/04/24 Commission Meeting:

Dismissal Order (Estate of Bobby G. Frye)

Objections and Exceptions

Order Declaring re-Opened Estate Closed (Estate of Patricia K. Carr aka Patricia Kaye Carr)

Order Declaring re-Opened Estate Closed (Estate of Maxfield Hayes Crouch)

Order Referring to a Fiduciary Commissioner (Estate of Janet L. Edens aka Janet Louise Edens)

Order Referring to a Fiduciary Commissioner (Estate of June Thomas Wood)

Ratification of documents processed on March 21, 2024:

Purchase Order: Travelers (revised PO) in the amount of \$1,501,602.00 (increase in the amount of \$13,978.00 for final premium installment due 4/1/24) for annual liability insurance premium

Supplemental check: Travelers in the amount of \$369,729 final payment installment for annual liability insurance premium

Emergency check to GWHS Deca in the amount of \$1,000.00 for contribution

Ratification of documents processed on March 21, 2024:

Purchase Order: Travelers (revised PO) in the amount of \$1,501,602.00 (increase in the amount of \$13,978.00 for final premium installment due 4/1/24) for annual liability insurance premium (see Order No. 2024-130)

And Supplemental check in the amount of \$369,729 (See Order No. 2024-149)

Ratification of documents processed on March 22, 2024:

Sheriff's LED Outside Overtime in the amount of \$33,740.15

Letter of Intent: Charleston Northeast Little League in the amount of \$15,000.00 for new mower and security upgrades

Letter of Intent: Gravitare to WV, LLC, in the amount of \$75,000.00 for contribution not assist with permitting requirements and surveys for the Gravity Adventure Park Project

Ratification of documents processed on March 25, 2025:

Emergency Check: Charleston Regatta, Inc., in the amount of \$100,000.00 for contribution for the 2024 Charleston Sternwheel Regatta

Ratification of documents processed on March 27, 2024:

Emergency Checks: US Bank in the total amount of \$26,672.84 for p-card payments

Ratification of documents processed on March 29, 2024:

Payroll for four part-time employees

Ratification of documents processed on April 1, 2024:

Emergency Checks: US Bank in the total amount of \$3,371.53 for p-card payments

5:00 P.M. CALL TO ORDER

**Pledge of Allegiance
Commission President Lance Wheeler**

Moment of Silence and Recognition

MINUTES

Commissioner Salango moved to approve the minutes listed on the agenda.
Commissioner Carper seconded. Motion carried.

**Approval of the Minutes of the Regular Commission Meeting on
March 21, 2024**

RESOLUTION/PROCLAMATION

Commissioner Carper moved to approve the Resolution Supporting Organ
Donation & National Donate Life Month. Commissioner Salango seconded.
Motion carried.

**Resolution Supporting Organ Donation & National Donate Life
Month
Jessica Wheeler, PSL/Donor Family Supports Coordinator of CORE**

Commissioner Carper moved to approve the Resolution honoring Cedar Grove
Volunteer Fire Department for 50 Years of Service in EMS. Commissioner
Salango seconded. Motion carried.

**Resolution honoring Cedar Grove Volunteer Fire Department for 50
Years of Service in EMS
Chief Michael Coleman**

Recognition of South Hills All-Star 5th Grade Basketball Team for their undefeated season and for winning the 2024 KVYBL Championship

NEW EMPLOYEES

Prosecuting Attorney

Commissioner Salango moved to approve Frederick F. Holroyd III, Assistant Prosecuting Attorney, Kanawha County Prosecuting Attorney's office, full-time employee, \$91,000.00 per year. Commissioner Carper seconded. Motion carried.

Frederick F. Holroyd III, Assistant Prosecuting Attorney, Kanawha County Prosecuting Attorney's office, full-time employee, \$91,000.00 per year, replacing Samuel Marsh, effective April 5, 2024

The Honorable Charles T. Miller, Prosecuting Attorney

Commissioner Salango moved to approve Isaac Tincher, Assistant Prosecuting Attorney, Kanawha County Prosecuting Attorney's office, full-time employee, \$70,000.00 per year. Commissioner Carper seconded. Motion carried.

Isaac Tincher, Assistant Prosecuting Attorney, Kanawha County Prosecuting Attorney's office, full-time employee, \$70,000.00 per year, filling a vacant position, effective April 15, 2024

The Honorable Charles T. Miller, Prosecuting Attorney

Commissioner Carper moved to approve Ballie M. Smith, Legal Assistant, Kanawha County Prosecuting Attorney's office, full-time employee, \$32,000.00 per year. Commissioner Salango seconded. Motion carried.

Ballie M. Smith, Legal Assistant, Kanawha County Prosecuting Attorney's office, full-time employee, \$32,000.00 per year, filling an open position, effective April 15, 2024

The Honorable Charles T. Miller, Prosecuting Attorney

CHANGE OF EMPLOYMENT STATUS

AGENDA ITEMS

5:00 P.M.

Discussion regarding the emergency weather event that occurred on April 2, 2024, to include but not be limited to, response by emergency agencies and damage assessments throughout the County

**Commission President Lance Wheeler
Commissioner Ben Salango
Commissioner W. Kent Carper
Jennifer Herrald, County Manager
CW Sigman, Emergency Management Director
David Workman, Planning Director**

CW Sigman informed the Commission that they had a wonderful team throughout multiple agencies including State of ER Management, Metro, Commission staff, KCEAA, Sheriff's Office, Red Cross, City of Charleston, Planning, and our responders. Citizens reacted to the warnings. Commissioner Wheeler said it was a well-oiled machine and it was due to the hard work of everyone. Commissioner Salango said this was a storm that came on a sunny day, Capital Street was packed with people walking and that's when the sirens went off. People heard them and took shelter. CW Sigman said that AEP is answering every question to the best of their ability. Commissioner Carper asked staff to send a letter to AEP commending them for their response. Jennifer Herrald said that the Planning Department and ER Management with assistance from KCEAA are doing the 123 assessments door to door. They are giving sheets of paper with information to residents who still don't have power. We advertised the number to the Planning office to report the damage. We have received a very low number of calls, 23, but again people's power is still out, and some may not know to call yet. That is why we are going to every community. A lot of damage was due to downed trees, this is different from floods, most insurance will cover the damage. Shawnee suffered some severe damage since the storm went right through the Institute area. So far about \$60,000 in emergency orders to get work completed at Shawnee. Tree removal, turf repairs, fence repairs, goals repairs, and debris removal. Commissioner Salango said that Shawnee had a really good group of volunteers to help. Jennifer Herrald said that the county's insurance company was there that afternoon to look over the damage. We are doing everything for the tournament this weekend. We need to look at the Courthouse roof which may have received some damage. Mike Moles said the will need to bring the crane back in to look it over. Commissioner Carper declared that the crane was an emergency and to proceed as soon as possible. Commissioner Salango seconded. Motion carried. Jennifer Herrald said the KCEAA had some damage to their tower, and they were fixed yesterday evening. Monica Mason said that they were very fortunate across the county and our facilities. Jennifer Herrald said that the Quick Community Center has some trees that were down that are not blocking anything or causing an emergency situation. Mr. Workman has this on the list to have the tree removed. The Cleanup is this weekend in Sissonville, and we have arranged for extra deputies for traffic control. Planning is going to be quite busy.

Update regarding Region III Workforce Development Board of Kanawha County

**Commissioner W. Kent Carper
Commission President Lance Wheeler
Commissioner Ben Salango
Andy Richardson, Acting Director**

Andy Richardson provided the Commission with a report and wished to give an update. Mr. Richardson said it was about a year ago that the Commission persuaded him to come onto this board. There was bad will on the board and with the Federal Government and things were a mess. Mr. Richardson came here and shared his vision and four goals, and those four goals have been achieved and they are moving forward into a new phase. In December the Board asked Mr. Richardson to run this until June 2026. Mr. Richardson just wanted to come back to give a brief report at the beginning of his tenure. Since August they completed three financial audits and the most recent was a clean audit. A successful story they've had is a veteran who didn't want to apply for unemployment because he saw it as welfare, and he was living in his van. They got him engaged with the veterans' services, into the shelter, and enrolled in unemployment. This man's life was saved by his team. Commissioner Carper said that he believes Andy has done a wonderful job. Commissioner Carper said that Chris Settles has spent more time on this project than he could ever have imagined. The Governor's office was ready to shut this program down. Now it is functioning quite well and one the State will look at to have others emulate said Commissioner Carper. Commissioner Salango said that it is a night and day difference, and we are truly thankful. Commissioner Wheeler said that he was told that Mr. Richardson is working with Day Court and Drug Court and anything they can do to help this program is appreciated

Discussion regarding letter from West Virginia American Water Company rescinding their offer to purchase Sissonville PSD and all matters related thereto

**Commissioner Ben Salango
Commission President Lance Wheeler
Commissioner W. Kent Carper
Brooks Crislip, Director of Business Development, WVAW
Pat Taylor, Board Member, Sissonville PSD**

Commissioner Salango thanked everyone for coming and he asked this to be placed on the agenda to clear up any confusion as to why the water company pulled the Sissonville PSD offer. Brooks Crislip said that the first financial decision was to purchase Union and then Commissioner Carper suggested looking at Sissonville PSD and they were tied together financially. When Union was removed that made it unattainable for Sissonville by itself. Mr. Crislip said that the Sissonville PSD needs about \$20M in improvements and without the Union customers WVAWC cannot justify the expense. Commissioner Carper said that the UPSD knew they would kill the deal for Sissonville by declining the purchase. Commissioner

Salango said that he understood they were tied together but he had hoped the water company would still move forward with Sissonville. Commissioner Salango said that he just wanted general information for the public, so they knew what was occurring. Brooks Crislip said they would like to apologize to the Sissonville PSD and they are disappointed they cannot move forward. The challenge is the amount of money needed just for the improvements. Commissioner Carper asked if the water company would look it over again. Brooks Crislip said they could look it over. Pat Taylor said he has been chair since February and he is a short-timer on this board, they had this on their next agenda to vote on taking the offer. Commissioner Carper asked if he would state how he was going to vote. Pat Taylor said no. Commissioner Salango said they may have objected anyway. Pat Taylor said possibly. Commissioner Salango said that the Sissonville PSD has an ARP application and how are they going to make up for the \$19.M. Pat Taylor said they have information for you to show how we would come up with this. Their concern is for the customers. Commissioner Carper said since the matter is mute, he is shocked that they wouldn't have taken the offer. Pat Taylor said when the board saw an immediate 40% increase these residents couldn't afford it and he didn't say it was a no. Commissioner Wheeler asked if the board would be inclined to look at an offer. Pat Taylor said absolutely, they have 1,650 customers to be concerned about. Commissioner Salango said that the Sissosnvile PSD informed the Commission in 2022 that they were near imminent failure, and since that day what upgrades have been made? Pat Taylor said none and they are still in danger of imminent failure. Commissioner Salango said that the PSD advised us in 2022 and we want to know now where you are coming up with \$19M because he does not see how this is possible. Angie Bailey, Officer Manager for the PSD, said they do have a project that is pending which costs \$1.9M and they do have a complete project for \$4.5M that is filed with the PSC. Commissioner Salango said that they do not need \$19M. Angie Bailey said that is not their project, theirs is \$1.9M.

Discussion regarding Kanawha County Sheriff's Annual Commission in accordance with W.Va. Code §11A-1-17 in the amount of \$15,000

Commission President Lance Wheeler

Commissioner Ben Salango

Commissioner W. Kent Carper

The Honorable Michael Y. Rutherford, Sheriff

Commissioner Carper moved to approve the Sheriff's Annual Commission. Commissioner Salango seconded. Motion carried.

Discussion regarding augmenting the salaries for the two Drug Court Case Managers

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

Commissioner Carper said that he invited Judge Bailey to attend due to her being the one that started and currently runs Drug Court in Kanawha County. Judge Bailey said she and her staff thanked the Commission for the support of the Drug Court from the beginning. Commissioner Carper said there has been some discussion regarding the salary of the Drug Court Case managers and asked if she had an opinion on this. Judge Bailey said yes we have male and female coordinators who are in charge of the members of the program. They report daily, do drug screenings, and check with their employers. One of the present requirements is an associate degree but we do have a very high turnover due to the low salary. The salaries have not been raised since it started. Judge Bailey's suggestion is a salary increase of \$10,000 if possible. Commissioner Salango said that this program has been incredible since the Judge started this and now has 150 graduates, which affects hundreds of more family members. Babies are not born addicted to drugs and the Commission is very thankful for all of Judge Bailey's efforts and making sure drug court is a success stated Commissioner Salango. Commissioner Wheeler said that he did not know how emotional a drug court graduation would be until he attended one recently and this does help with the drug crisis. Commissioner Wheeler said he believes the opioid money the Commission received would be eligible for this program. At this time, the Commission will have staff look at the money and see if the money is there for the increases. Commissioner Wheeler said he believes the Commission should also look at Day Report and Home Confinement as well. Commissioner Carper said that he was not aware they could not fill the position and he thinks this needs to be looked at as soon as possible since they are trying to hire right now. Jennifer Herrald said that staff will have a recommendation at the next Commission meeting.

Discussion regarding parking at the Judicial Building

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

Commissioner Carper said that he wanted this on record that the Supreme Court knows the County has to remodel the Judicial building and this means the County will not have public parking. We can't stretch the property. Commissioner Carper said that he is not criticizing but we need to make sure everyone understands this is what the State requires the County to do. Commissioner Wheeler said that the Legislature passed the bill, and we have to do it. Commissioner Wheeler said that he voted for the remodel, and he supports it and unfortunately, we lose public parking.

Discussion regarding Opioid Settlement Funding Requests
Commissioner W. Kent Carper
Commission President Lance Wheeler
Commissioner Ben Salango

Commissioner Carper said he had staff help him to see what other counties throughout the country spent money on. When you look to see what they spent this money on, it's a waste. Commissioner Carper said that his point is we need to do what we've always done and make it as transparent as possible. One county bought a transport van for the morgue. Jennifer Herrald said the money that Green County Tennessee used \$50,000 to fund a litter crew vehicle to drive inmates to pick up trash. One county is using it to supplement its budget, paying for insurance and pay raises. Commissioner Wheeler said this is why this commission created an application that will be public. Chris Settles stated that Commissioner Carper requested that he prepare a letter from Region 5 with WV First Foundation. Commissioner Carper said one thing that Region 5 wanted was open meetings. Chris Settles said we are asking for an update on what incentives they have taken to see if they changed the by-laws to follow the Open Meetings Act. The letter also mentions the lack of communication. We have not seen the minutes or agendas. There is no communication with them, and we have no idea how they plan to spend the funds. Commissioner Carper said the Commission should send this letter to our representative and they are earning \$1M a month in interest. Commissioner Carper said let us find out if we can incur interest on our funds. The letter should go to everyone in Region 5. Mayor Ingram said that he agrees with the Commission that there is abuse with the opioid money. Mayor Ingram is here to represent the Upper Kanawha Valley Mayors except Pratt and Marmet. These towns do not have enough money each to make a difference, for example his town received \$60,000. The Mayor wanted to share their idea perhaps we could pool our money and place a Day Report Center in the Kanawha Valley. Mayor Ingram said they could see if there is a need up there, but he is sure there is. Mayor Ingram said it could help people with opioid service and provide community outreach. We just wanted to add this to the discussion, and they will fill out an application to the Commission. Commissioner Wheeler said he is not making any promises, but the Commission worked with the municipalities, and he suggests that Mayor Ingram and the mayors work with Commission staff and see what can be done.

Discussion regarding Kanawha-Charleston Humane Association and damage to their building, to include but not be limited to assistance from the Kanawha County Commission

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

Bethany Hively informed the Commission that they had an eventful week with a U-Haul driving through the shelter fortunately all staff and animals are ok. They are waiting for the structural engineer to confirm what part they can use. Then they

can start moving forward with construction with the insurance company. Commissioner Wheeler asked where they were with the HVAC system. Ms. Hively said they have two quotes to repair two air conditioners, and one is to replace them. The insurance company only has an obligation to repair not replace. They are 20 years old and are not good enough to repair. Commissioner Wheeler said that when board President Brady Campbell notified him he sent Mike Moles to check on the systems. Mike Moles informed the Commission that they need to be replaced. Commissioner Wheeler said that Mr. Campbell said it was about a \$6,100 difference but they have other expenses correct. Ms. Hively said yes, we do. Commissioner Carper asked how is their loss of revenue. Ms. Hively said it hasn't been too impacted because Todd Judy Ford paid for all adoptions and they have been receiving donations from the community. Commissioner Carper asked how much coverage the U-Haul had. Ms. Hively said \$25,000. Commissioner Salango said he is inclined to give more than the \$6,100 because they do not know everything until the structural engineer gives the reports. Commissioner Carper moved to contribute \$15,000 with \$10,000 from Dog Fund and \$5,000 from County Manager Fund and to process as an emergency. Commissioner Salango seconded. Motion carried.

Discussion regarding Coonskin and Big Bend Projects related to flood damage and the execution of notice to proceed documents with Thaxton Construction

Commission President Lance Wheeler

Commissioner Ben Salango

Commissioner W. Kent Carper

Jeff Hutchinson, Executive Director, KCPR

Jeff Hutchinson informed the Commission that after the contract is signed they can start construction on Big Ben and they think it will go fast, one month but he thinks that is not correct. They have to build some roads along the cart paths to do the work. The contractor said it would be about a month for the first one then start the second one and they could be done with the work within two months.

Commissioner Wheeler asked if Parks posted any notices. Jeff Hutchinson yes just not with a firm date. Once we have the date it will be shared. Commissioner Wheeler said that a lot of people are understanding and still plan to utilize the course. Commissioner Wheeler said that he heard the Coonskin trail will be closed. Jeff Hutchinson said yes it will close down while they do the work.

Commissioner Salango moved to proceed with the construction. Commissioner Carper seconded. Motion carried.

Discussion and report of ARP Activity
Commission President Lance Wheeler
Commissioner Ben Salango
Commissioner W. Kent Carper

Commissioner Wheeler said that the Commission has been told by our legal staff that we need to move on this money. Commissioner Wheeler said he thinks maybe we can consider that natural disaster is eligible for recovery and asked staff to look into that. Commissioner Carper asked if we were sure body cameras were not eligible. Jennifer Herrald said that yes, body cameras were but the radio towers were not. Commissioner Carper said that the Commission is committed to already do the Judicial building and believes it is eligible. Commissioner Wheeler asked staff to check on the Judicial buildings, radio towers, and body cameras and look at Shawnee as well. Jennifer Herrald said that the projects at Shawnee are eligible.

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

DATE	TIME
Tuesday, April 16, 2024	8:30 a.m.*
Tuesday, May 7, 2024	5:00 p.m.
Monday, May 20, 2024	12:00 p.m.
Thursday, June 13, 2024	5:00 p.m.
Thursday, July 18, 2024	5:00 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

PUBLIC HEARING

AGENDA SETTING

PUBLIC COMMENT

COUNTY MANAGER'S REPORT

DIRECTOR OF FINANCE'S REPORT

COUNTY ATTORNEY'S REPORT

STAFF REPORTS

NEW BUSINESS

FIDUCIARY

Commissioner Salango moved to approve the Fiduciary Orders listed on the agenda. Commissioner Wheeler Seconded. Motion carried.

Dismissal Order (Estate of Bobby G. Frye)

Objections and Exceptions

Order Declaring re-Opened Estate Closed (Estate of Patricia K. Carr aka Patricia Kaye Carr)

Order Declaring re-Opened Estate Closed (Estate of Maxfield Hayes Crouch)

Order Referring to a Fiduciary Commissioner (Estate of Janet L. Edens aka Janet Louise Edens)

Order Referring to a Fiduciary Commissioner (Estate of June Thomas Wood)

PURCHASE ORDERS

Commissioner Salango moved to approve the Purchase Orders listed on the agenda. Commissioner Carper seconded. Motion carried.

**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
Charleston Regatta, Inc. (ratify PO signed 3/22/24)	Kanawha Co. Commission	\$100,000.00	Contribution for the 2024 Charleston Sternwheel Regatta
Tri-State Roofing & Sheet Metal Co.	Kanawha Co. Commission	\$81,791.00	Chesapeake VFD Rooftop Unit replacement for 5 natural gas units. ARP funds award #128
Town of Glasgow	Glasgow PD	\$20,673.00	Partial reimbursement for police vehicle per Public Safety Grant letter of intent
KNOWBE4 Inc.	Kanawha Co. Comm. Data Processing	\$7,809.46	KNOWBE4 enduser security awareness training 3 year renewal

Rocky Fork Enterprizes LLC	Sheriff's Law Enforcement Div.	\$30,000.00	Vehicle maintenance contract for KCSO vehicles per county contract
Scott Industries LLC	Kanawha Co. Planning & Community Dev.	\$9,900.00	E-cycling for 2024 Spring Cleanups
Kanawha County Solid Waste Authority	Kanawha Co. Planning & Community Dev.	\$5,000.00	Participation in 2024 Spring Cleanups
Metro Emergency Operation Center of Kanawha County (Commissioner Wheeler is on this board)	Metro Emergency Operations Center	\$30,000.00	Funding for various radio tower expenses
Regional Development Authority (Commissioner Wheeler is on this board)	Kanawha Co. Commission	\$269,000.00	ARP funds for Relation Road water project transfer to RDA to continue project expenditures
Kanawha-Charleston Humane Association	Kanawha-Charleston Humane Assoc.	\$36,582.00	Reimbursement for November and December 2023 and contributions

Silling Associates Inc.	Kanawha Co. Commission	\$74,841.00	Phase 1 pre-design services for judicial building
City of South Charleston	Kanawha Co. Planning & Community Dev.	\$5,500.00	Participation in the 2023 spring clean-up in coal severance area
WV Corporate Services Inc.	Kanawha Co. Planning & Community Dev.	\$5,000.00	Participation in the 2024 Spring Cleanups in Coal Severance area
Vigilant Solutions LLC	South Charleston PD	\$20,100.00	2 LSF fixed LPR cameras with sun shields; 1 vigilant LPR basic service package; 6 LPR camera brackets per Public Safety Grant letter of intent
Golden Rules Signs Company	Sissonville Elementary School	\$22,426.44	One (1) LED message sign for Sissonville Elementary School to be installed by Kanawha County Schools

Capitol Business Interiors	Sheriff's Law Enforcement	\$18,049.14	Workstations for the Sheriff's Department per WV State Sysfurn Contract
BHM CPA Group, Inc.	Kanawha Co. Planning & Community Dev.	\$9,600.00	Professional services for 6/30/23 RDA audit
Rodney Loftis & Son	Kanawha Co. Planning & Community Dev.	\$29,982.50	Demolition services: 959 Kelly Hill Road \$5,760; 207 Kanawha Avenue \$10,586.50; and 7 North Point Drive \$13,636
Hissam, Forman, Donovan, Ritchie	Sheriff's Law Enforcement Div.	\$13,873.00	Legal services for Sheriff's office
Richards Lawn & Garden Equipment	Charleston Northeast Little League	\$13,799.00	One (1) Kawasaki EFI Mower for the Charleston Northeast Little League per coal severance fund letter of intent
Institute Volunteer Fire Department	Institute VFD	\$12,500.00	Diving course, textbook, pool sessions, student certification cards

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
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Kanawha County Sheriff's Department	Planning Dept.	\$6,000.00	Participation in the 2024 Spring Cleanup
City of South Charleston	Planning Dept.	\$11,000.00	Participation in the 2024 Spring Cleanups
Waste Management	Planning Dept.	\$10,000.00	Participation in the 2024 Spring Cleanups

ORDERS

Commissioner Salango moved to approve the Orders listed on the agenda. Commissioner Carper seconded. Motion carried.

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 April 4, 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 April 4, 2024*)

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

Change of Status: Custodial Department Pay Increases

Change of Status: Jared Moles, Maintenance Property Specialist from \$30,000 to \$35,000, effective April 16, 2024

New Employee: Frederick F. Holroyd III, Assistant Prosecuting Attorney, Kanawha County Prosecuting Attorney's office, full-time employee, \$91,000.00 per year, replacing Samuel Marsh, effective April 5, 2024

New Employee: Isaac Tincher, Assistant Prosecuting Attorney, Kanawha County Prosecuting Attorney's office, full-time employee, \$70,000.00 per year, filling a vacant position, effective April 15, 2024

New Employee: Ballie M. Smith, Legal Assistant, Kanawha County Prosecuting Attorney's office, full-time employee, \$32,000.00 per year, filling an open position, effective April 15, 2024

Applications for Apportionment of Personal Property Taxes Pursuant to Final Divorce Orders in Accordance with Chapter 11, Article 5, Section 14, of the Code of West Virginia

Authorization for the President of the Kanawha County Commission to Sign a construction agreement with the successful contractor for the Coonskin Park FEMA project DR 4605 PW 67 and Issue a Notice to Proceed

Melissa Smith, Deputy County Manager

Authorization for the President of the Kanawha County Commission to Sign a construction agreement with the successful contractor for the Big Bend Park repair ARP project and Issue a Notice to Proceed

Melissa Smith, Deputy County Manager

New Employee: Michael Hindman, Seasonal Employee/Intern, Kanawha County Commission, part-time employee, \$12.00 per hour, effective May 6, 2024

New Employee: Zachariah Krason, Seasonal Employee/Intern, Kanawha County Commission, part-time employee, \$12.00 per hour, effective June 4, 2024

New Employee: Anthony Whitlock, Seasonal Employee/Intern, Kanawha County Commission, part-time employee, \$12.00 per hour, effective June 4, 2024

New Employee: Katie Goble, Seasonal Employee/Intern, Kanawha County Commission, part-time employee, \$12.00 per hour, effective June 4, 2024

The Revision of the Levy Estimate (Budget) for the County of Kanawha – F. Y. 2023-2024 General Fund Budget Revision #11

Kim Fleck, Director of Finance

1. Fiscal Year 2023-2024 County Managers Fund

REVENUE:

019-000.00-382-0-00.00 Co Manager's Fund - Refunds/Reimbursements 150,000

EXPENDITURE:

019-401.00-5-68.00 Co Manager's Fund - Contributions 150,000

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

REVENUES:

001-401.00-2-26.00	CO COMM - INSURANCE	60,000
001-401.00-5-68.00	CO COMM - TRANSFERS TO OTHER FUNDS	(60,000)
001-404.00-1-03.01	SHERIFF TAX - FULLTIME	(65,000)
001-404.00-1-08.01	SHERIFF TAX - OVERTIME	25,000
001-404.00-2-23.00	SHERIFF TAX - PROFESSIONAL SERVICES	10,000
001-404.00-2-30.00	SHERIFF TAX - CONTRACTED SERVICES	10,000
001-404.00-3-41.00	SHERIFF TAX - SUPPLIES & MATERIALS	20,000

3. Fiscal Year 2023-2024 General Fund Budget Revision #11

EXPENDITURES:

001-401.00-5-67.00	Co Comm - Transfers to other Funds	(30,000)
001-430.00-5-68.35	Comm Dev - Contributions; Co Cleanup	30,000

CHECK REGISTERS: SUPPLEMENTALS/EMERGENCY:

Commissioner Salango moved to approve the check register listed on the agenda.
Commissioner Carper seconded. Motion carried.

**Metro Emergency Operations Center in the amount of \$30,000.00
for funding for various radio tower expenses**

**Silling Associates Inc in the amount of \$74,841.00 for Phase1 pre-
design services for Judicial Building**

Ratification of documents processed on March 21, 2024:

Commissioner Salango moved to approve the Ratification of documents
processed on March 21, 2024. Commissioner Carper seconded. Motion carried.

**Purchase Order: Travelers (revised PO) in the amount of
\$1,501,602.00 (increase in the amount of \$13,978.00 for final
premium installment due 4/1/24) for annual liability insurance
premium**

Supplemental check: Travelers in the amount of \$369,729 final payment installment for annual liability insurance premium

Emergency check to GWHS Deca in the amount of \$1,000.00 for contribution

Ratification of documents processed on March 21, 2024:

Commissioner Salango moved to approve the Ratification of documents processed on March 21, 2024. Commissioner Carper seconded. Motion carried.

Purchase Order: Travelers (revised PO) in the amount of \$1,501,602.00 (increase in the amount of \$13,978.00 for final premium installment due 4/1/24) for annual liability insurance premium (see Order No. 2024-130)

And Supplemental check in the amount of \$369,729 (See Order No. 2024-149)

Ratification of documents processed on March 22, 2024:

Commissioner Salango moved to approve the Ratification of documents processed on March 22, 2024. Commissioner Carper seconded. Motion carried.

Sheriff's LED Outside Overtime in the amount of \$33,740.15

Letter of Intent: Charleston Northeast Little League in the amount of \$15,000.00 for new mower and security upgrades

Letter of Intent: Gravitate to WV, LLC, in the amount of \$75,000.00 for contribution not assist with permitting requirements and surveys for the Gravity Adventure Park Project

Ratification of documents processed on March 25, 2025:

Commissioner Salango moved to approve the Ratification of documents processed on March 25, 2025. Commissioner Carper seconded. Motion carried.

Emergency Check: Charleston Regatta, Inc., in the amount of \$100,000.00 for contribution for the 2024 Charleston Sternwheel Regatta

Ratification of documents processed on March 27, 2024:

Commissioner Salango moved to approve the Ratification of documents processed on March 27, 2024. Commissioner Carper seconded. Motion carried.

Emergency Checks: US Bank in the total amount of \$26,672.84 for p-card payments

Ratification of documents processed on March 29, 2024:

Commissioner Salango moved to approve the Ratification of documents processed on March 29, 2024. Commissioner Carper seconded. Motion carried.

Payroll for four part-time employees


Ratification of documents processed on April 1, 2024:

Commissioner Salango moved to approve the Ratification of documents processed on April 1, 2024. Commissioner Carper seconded. Motion carried.


Emergency Checks: US Bank in the total amount of \$3,371.53 for p-card payments

THE KANAWHA COUNTY REGULAR COMMISSION MEETING OF APRIL 4TH, 2024, ADJOURNED AT 6:50pm UNTIL THE 16TH DAY OF APRIL 2024.

THE FOREGOING MINUTES ARE APPROVED ON THIS 16TH DAY OF APRIL 2024.



COMMISSIONER



COMMISSIONER



COMMISSIONER



COUNTY ATTORNEY