

KANAWHA COUNTY COMMISSION

Amended Agenda

Thursday, April 4, 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
March 21, 2024

RESOLUTION/PROCLAMATION

Resolution Supporting Organ Donation & National Donate Life
Month

Jessica Wheeler, PSL/Donor Family Supports Coordinator of CORE

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 KUYBL
Championship

NEW EMPLOYEES

Prosecuting Attorney

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

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

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

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

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**

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**

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

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

Discussion regarding parking at the Judicial Building

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

Discussion regarding Opioid Settlement Funding Requests

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

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**

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

Discussion and report of ARP Activity

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

Kanawha County Commission meetings through July 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
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

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

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
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

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:

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:

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

- ▶ **AND BOLD DENOTES CHANGE TO THE AGENDA (Example, emergency items, addition, typographical error, change and/or omission from first version of Agenda)**