

KANAWHA COUNTY COMMISSION

Agenda

Thursday, August 22, 2024

5:00 P.M. CALL TO ORDER

Pledge of Allegiance
Commission President Lance Wheeler

MINUTES

Approval of the Minutes of the Regular Commission Meeting on August 8, 2024

RESOLUTION/PROCLAMATION

Proclamation Supporting Emergency Preparedness Month

NEW EMPLOYEES

Sheriff

Joshua Michael Hall, Kanawha County Deputy Sheriff, Kanawha County Sheriff's Law Enforcement, full-time employee, \$52,728.00 per year, replacing Brent Borchers, effective September 1, 2024
The Honorable Mike Rutherford, Sheriff

Jacob Hunter Mullins, Kanawha County Deputy Sheriff, Kanawha County Sheriff's Law Enforcement, full-time employee, \$52,728.00 per year, replacing Ricky Keglор, effective September 1, 2024
The Honorable Mike Rutherford, Sheriff

Affiona Shantaya Brown, Drug Court Case Manager, Kanawha County Sheriff's Day Report Center, full-time employee, \$39,998.40 per year, replacing Tonya Swayne, effective September 1, 2024
The Honorable Mike Rutherford, Sheriff

CHANGE OF EMPLOYMENT STATUS

Sheriff

David H. Duff, II, Data Entry Clerk, from Sworn Member to Civilian, Kanawha County Sheriff's Law Enforcement, full-time employee, \$44,990.40 per year, replacing Kailey Cooper, effective September 1, 2024

The Honorable Mike Rutherford, Sheriff

AGENDA ITEMS

5:00 P.M.

Discussion and update on the Elkview Revitalization District Project

Commission President Lance Wheeler

Commissioner Ben Salango

Commissioner Marc J. Slotnick

Andy Boyd

Discussion regarding annual contribution to Metro Drug Enforcement Agency for \$50,000.00 to assist in enforcement of drug violations throughout Kanawha County

Commission President Lance Wheeler

Commissioner Ben Salango

Commissioner Marc J. Slotnick

Sgt. Bo Miller, Metro Drug Enforcement Agency

Discussion regarding the need for three additional deputies for the Judicial Building for increased security due to the additional Circuit Judge and three Magistrates

Commission President Lance Wheeler

Commissioner Ben Salango

Commissioner Marc J. Slotnick

Discussion regarding mental health services for first responders throughout the County and issuing a contract for services

Commission President Lance Wheeler

Discussion regarding funds to be received through the All County Fire Protection Funding in the amount of \$296,267.78 by action of Interim Session of the West Virginia Legislature through SB1022 for all fire departments

**Commission President Lance Wheeler
Commissioner Ben Salango
Commissioner Marc J. Slotnick**

Discussion and Update regarding ARP grants, including but not limited to the balance of funds unallocated, funds allocated but not spent, reports from funded agencies, and the potential clawback of unused funds

**Commission President Lance Wheeler
Commissioner Ben Salango
Commissioner Marc J. Slotnick
Jennifer Herrald, County Manager
Kim Fleck, Director of Finance
Kellie Harding, Grant Coordinator/Project Manager**

Discussion regarding annual Financial Statements to include professional services to assist with preparation

**Commission President Lance Wheeler
Commissioner Ben Salango
Commissioner Marc J. Slotnick
The Honorable Vera McCormick, County Clerk
Kim Fleck, Director of Finance**

Kanawha County Commission meetings through November 2024
Commission President Lance Wheeler
Commissioner Ben Salango
Commissioner Marc J. Slotnick

DATE	TIME
Thursday, September 5, 2024	5:00 p.m.
Thursday, September 19, 2024	5:00 p.m.
Tuesday, October 1, 2024	4:00 p.m.
Wednesday, October 16, 2024	5:00 p.m.
Tuesday, November 12, 2024	12:00 p.m.

Discussion regarding Election and important dates
Commission President Lance Wheeler

DATE	TIME	EVENT/LOCATION
Wednesday, October 16, 2022	2:00 p.m.	Public Test, Christopher Street and Voter's Registration Office
Wednesday, October 23, 2024, through Saturday, November 2, 2024	Mon. - Fri. 8:00am-5:00pm; & Sat. 9:00am-5:00pm	Early Voting for General Election
Monday, November 4, 2024	7:00 a.m. – 4:00 p.m.	Voting Supplies, Voter's Registration Office
Tuesday, November 5, 2024	6:30 a.m. to 7:30 p.m.	General Election Day
Tuesday, November 12, 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 Ray Blankenship)

Order Declaring Re-Opened Estate Closed (Estate of Carol Lee Fry)

Order Declaring Re-Opened Estate Closed (Estate of Kermit Ronald Hutchinson, Jr.)

Order Declaring Re-Opened Estate Closed (Estate of Angelina P. Mazzella)

Order Declaring Re-Opened Estate Closed (Estate of Mary Margaret O'Connor)

Order Declaring Re-Opened Estate Closed (Estate of James Fletcher Pritt, Sr.)

Order Declaring Re-Opened Estate Closed (Estate of Mary H. Sweet aka Mary Virginia Sweet)

Order Granting the Last Will and Testament of Ruth Anna Perry to Move Forward with Probate

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
Camel Technologies (Revised PO)	Maintenance – Christopher St.	\$14,764.50	Revise PO: increase PO for additional equipment services in the amount of \$364.50 (CCTV camera system upgrade at the Day Report Center)
ZMM Architects & Engineers Inc.	Kanawha Co. Commission	\$8,395.46	Shawnee Welcome Center July 2024 invoice #2022044-14
E.L. Robinson Engineering Co.	Kanawha Co. Commission	\$5,000.00	1) Elk River Trailhead Clendenin Inv. 8501 2/12/24 \$4,500; 2) Elk River Trailhead Clendenin Inv. 8392 11/30/23
Travelers CL Remittance Center	Kanawha Co. Commission	\$1,651,664.00	Annual general liability insurance premium to be paid in quarterly installments for Fiscal Year 2024-2025
Essentia	Kanawha Co. Commission	\$18,000.00	ARC – UKV broadband study invoice #10348
Silling Associates, Inc.	Kanawha Co. Commission	\$85,038.50	Phase 1 pre-design services for Judicial Building Invoice #6572
AJ Allegheny Systems	Assessor	\$16,500.00	1) Six hi line units, end units for land book storage \$11,803; 2) six ½ height starter units for land storage books
Med-Eng, LLC (ratify PO signed 8/15/24)	Sheriff’s Law Enforcement	\$173,351.00	1 each 2-suit EOD 10E Olive drab large, 2-EOD 10 helmet package, 2-full foot protection; 1 each 2-EOD 9N Olive drab large helmet EOD9N. Sole source

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 2024-2025 Budget Revision:*

Vendor	Department	Amount	Comments/Description
Thaxton Construction	Kanawha Co. Commission	\$345,036.47	Coonskin Park Flood Damage Repair Project Application #2 June 2024
WV State University	Kanawha Co. Commission	\$17,627.76	Reimbursement for equipment purchased Per Public Safety Grant Letter of Intent dated 12/14/23

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 August 22, 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 August 22, 2024*)

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

New Employee: Joshua Michael Hall, Kanawha County Deputy Sheriff, Kanawha County Sheriff's Law Enforcement, full-time employee, \$52,728.00 per year, replacing Brent Borchers, effective September 1, 2024

New Employee: Jacob Hunter Mullins, Kanawha County Deputy Sheriff, Kanawha County Sheriff's Law Enforcement, full-time employee, \$52,728.00 per year, replacing Ricky Keglör, effective September 1, 2024

New Employee: Affiona Shantaya Brown, Drug Court Case Manager, Kanawha County Sheriff's Day Report Center, full-time employee, \$39,998.40 per year, replacing Tonya Swayne, effective September 1, 2024

Change in Status: David H. Duff, II, Data Entry Clerk, from Sworn Member to Civilian, full-time employee, \$44,990.40 per year, replacing Kailey Cooper, effective September 1, 2024

Approval of the Erroneous Assessments Submitted by the Kanawha County Assessor (decrease \$86,627.96)

Order Authorizing the Clerk of the County Commission to issue a check from the Public Safety Grant Fund in the amount of Fifty Thousand Dollars (\$50,000) from line #029-711.00-5-68.57 payable to the Metro Drug Unit (PEPI), representing the FY 24-25 annual contribution for "sting" operations

Order ratifying the signature of the President of the Kanawha County Commission on the FMASC2024 WV-2024 FEMA Swift Current Grant Program Application

Order approving the nine previously designated early community voting locations for the General Election of November 5, 2024

Order authorizing the President of the Kanawha County Commission to sign the Resolution for the West Virginia Department of Environmental Protection Electronic Devices Takeback Grant Program of FY2025

Order authorizing the President of the Kanawha County Commission to Execute a State of West Virginia Department of Environmental Protection Covered Electronic Devices Takeback Grant Program of FY 2025 Application

West Virginia Emergency Management Division Hazard Mitigation Grant Program Maintenance Agreement and Application Certification

Order reappointing Audrey Kirksey to the Regional Intergovernmental Council filling (term to expire August 24, 2025)

Change in Status: Ruby Chuangkrug from Part-Time to Manager on Duty, Shawnee Sports Complex, part-time employee, from \$12.00 per hour to \$15.00 per hour, effective August 19, 2024

Order Authorizing the Clerk of the County Commission to issue a check from the Reallocated Coal Severance Fund, #039-401.00-5-68.00, in the amount of Fifty-Three Thousand Two Hundred Fifty-Six Dollars (\$53,256) to the Coal Severance Fund #002, for reimbursement of FY 23-24 County Cleanups, qualifying under litter cleanup programs

Order Authorizing the Clerk of the County Commission to issue a check from the Reallocated Coal Severance Fund, #039-401.00-5-68.00, in the amount of One Hundred Thirty-Eight Thousand Nine Hundred Seventy-Three Dollars (\$138,973) to the General Fund #001, for reimbursement of FY 23-24 County Cleanups, qualifying under litter cleanup programs

Order Authorizing the Clerk of the County Commission to issue a check from the General Fund, #001-401.00-5-67.00, in the amount of Thirty Thousand Dollars (\$30,000), to the Day Report Fund #072, as reimbursement for a clerical error, see attached

The Revision of the Levy Estimate (Budget) for the County of Kanawha – F.Y. 2024-2025 General Fund Budget Revision #2

1. Fiscal Year 2024-2025 Emergency Response Fund Line Item Revision

REVENUE:

021-000.00-322-0-00.00	Emergency Response - Federal Grant	566,838
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EXPENDITURE:

021-401.00-3-41.00	Emergency Response – Supplies & Materials	566,838
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2. Fiscal Year 2024-2025 Public Safety Grant Fund Line Item Budget Revision

EXPENDITURES:

029-711.00-5-68.00	Public Safety- Contributions other entity	(17,628)
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029-711.00-5-68.78	Public Safety - WVSU Police	17,628
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3. Fiscal Year 2024-2025 ARPA 2021 Fund Line Item Budget Revision

REVENUES:

207-000.00-299-00.00 ARPA 2021- Fund Balance 725,610

EXPENDITURES:

207-401.00-5-68.00 ARPA 2021- CONTRIBUTIONS 725,610

4. Fiscal Year 2024-2025 General Fund Budget Revision #2

REVENUES:

001-000.00-323-0-00.00 State Grant - Justice & Community Services 3,980

EXPENDITURES:

001-401.00-5-67.00 Co Comm - Transfers to other funds (184,582)

001-406.00-3-53.00 Assessor - Software (17,217)

001-428.00-3-53.00 Data Processing - Software 17,217

001-442.08-2-21.00 Fed Grant - BJAG - Training 20,000

001-442.08-3-41.00 Fed Grant - BJAG - Supplies 18,726

001-442.08-3-41.01 Fed Grant - BJAG - Equipment 145,856

001-443.35-3-41.00 Day Report - Supplies 3,980

CHECK REGISTERS: SUPPLEMENTALS/EMERGENCY:

E.L. Robinson Engineering Co., in the amount of \$5,000.00 for Elk River Trailhead Clendenin Inv. #s 8501 and 8392

Travelers CL Remittance Center, in the amount of \$419,521.25 for the first quarterly installment of general liability insurance for FY 2024-25

AJ Allegheny Systems, LLC, in the amount of \$16,500.00 for six hi line units, end units for land book storage and six 1/2 height starter units for land storage books for the Assessor's office

Ratification of document processed on August 5, 2024:

Fiscal Year 2024-2025 Capital Fund Line Item Budget Revision

Ratification of documents processed on August 8, 2024:

Order authorizing the President to sign Agreement with BPI, Inc “Contractor” for the Elk River Trailhead – Clendenin for and in consideration of the payments and agreements as listed on Agreement

Order authorizing the Clerk of the County Commission to issue check payable to Jenna Armstrong, in the amount of Three Hundred Dollars (\$300.00), representing Summer Intern Book Reimbursement Program from Line Item No. 001-401.00-5-68.00 (*County Commission Contributions*)

New Employee: Shannon M. Thomas, Deputy Clerk, Kanawha County Circuit Clerk’s office, full-time employee, \$30,000 per year, replacing Jacob Bullard, effective August 16, 2024

Fiscal Year 2024-2025 ARPA 2021 Fund Line Item Budget Revision

Purchase Order and Supplemental Check: Dell Marketing LP in the amount of \$8,097.12 for 3 mobile precision 3591 \$2,481.55 ea; and 3 Dell Thunderbolt 4 dock-WD22TBA \$217.49 ea for Sheriff’s Law Enforcement

Purchase Order and Supplemental Check: Axon Enterprise Inc. in the amount of \$30,000.00 for 1 each Axon Standards – implementation service for Sheriff’s Law Enforcement

Purchase Order and Supplemental Check: Axon Enterprise Inc. in the amount of \$7,452.00 for 1 each Axon Investigate - Upgrade to Pro Access 60 months for Sheriff’s Lw Enforcement

Supplemental Checks: T-Mobile in the amount of \$90,000.00 for recurring cell phone monthly charges for Law Enforcement

Supplemental Checks: ELSAG in the amount of \$8,325.00 for M6-3 Cam and F4-6 Cam LE-58 LPR Grant for Law Enforcement

Ratification of documents processed on August 13, 2024:

New Employee: Mackena Ferrell, Shawnee Part-time, Shawnee Sports Complex, part-time employee, \$12.00 per hour, effective August 14, 2024

New Employee: Samyah Riggan, Shawnee Part-time, Shawnee Sports Complex, part-time employee, \$12.00 per hour, effective August 14, 2024

New Employee: Quentin Slate, Shawnee Part-time, Shawnee Sports Complex, part-time employee, \$12.00 per hour, effective August 14, 2024

New Employee: Jayden Burdette, Shawnee Part-time, Shawnee Sports Complex, part-time employee, \$12.00 per hour, effective August 14, 2024

New Employee: Barrett Vancamp, Shawnee Part-time, Shawnee Sports Complex, part-time employee, \$12.00 per hour, effective August 14, 2024

Payroll

Ratification of documents processed on August 15, 2024:

Emergency Check: Safeware, Inc., in the amount of \$8,218.64 for blasting cap protectors Homeland Security Grant – law Enforcement

Emergency Check: Med-Eng LLC, in the amount of \$173,351.00, for 1 each 2-suit EOD 10E Olive drab large, 2-EOD 10 helmet package, 2-full foot protection; 1 each 2-EOD 9N Olive drab large helmet EOD9N for the Sheriff's Law Enforcement