

KANAWHA COUNTY COMMISSION

Special Meeting Agenda

Thursday, July 25, 2024

8:00 A.M. CALL TO ORDER

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
Rodney Loftis & Son	Kanawha Co. Planning & Community Dev.	\$13,662.00	Demolition services 11922 ½ MacCorkle Ave., Chesapeake; Nancy Avenue, and Diamond
Astar Abatement, Inc.	Kanawha Co. Planning & Community Dev.	\$8,025.60	Asbestos abatement services
WV University Cooperative Extension	WVU Kanawha Co. Extension office	\$15,000.00	Extension agent match
FIS Lockbox Operations	Microfilm	\$50,000.00	Postage for the postage machine
Institute/West Dunbar/Pinewood Subarea Planning Committee	Kanawha Co. Commission	\$20,000.00	Emergency aid to assist with street light funding, senior program & community health initiatives
New River Engineers, Inc.	Kanawha Co. Commission	\$8,250.00	ARP Big Bend Golf Course flood damage report project
Bowles, Rice, LLP	Kanawha Co. Commission	\$7,978.50	Gravitate to WV, LLC contribution to assist with permitting requirements for the Gravity Adventure Park project per letter of intent dated 3/22/24
Tri-Sate office Furniture	Kanawha Co. Commission	\$5,656.01	Chairs and table for courtroom 4
Leaf	Prosecuting Attorney's office	\$9,288.96	Copier lease and expense

Dinsmore & Shohl	Kanawha Co. Commission	\$6,913.00	Services regarding the safety sensitive positions and the county drug policy
Town of Clendenin	Kanawha Co. Commission	\$20,218.59	ARPA funds application 104 reimbursement for town festival town celebrations to promote health and safety as part of the town's revitalization plan
Thaxton Construction Company	Kanawha Co. Commission	\$381,928.77	ARP Big Bend Golf course flood damage repair project application #2
Travelers	Kanawha Co. Commission	\$10,948.50	Account deductibles
New River Engineers, Inc.	Kanawha Co. Commission	\$49,000.00	Coonskin Park flood damage repair project
Three Point Strategies, LLC	Kanawha Co. Commission	\$30,000.00	Consulting WV legislature affairs 7/24-12/24

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 2024-25 budget revision:

Vendor	Department	Amount	Comments/Description
Civil & Environmental Consultants	Kanawha Co. Commission	\$25,000.00	Appalachian Outlaw Concept Plan
Silling Associates, Inc.	Kanawha Co. Commission	\$301,528.05	Phase 1 Pre-design services for Judicial Building

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 July 25, 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 July 25, 2024*)

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

Change in Status: Haley McCormick, from Administrative Assistant to Fiduciary Deputy Clerk, Kanawha County Commission, Fiduciary Office, from \$33,280.00 per year to \$38,000.00 per year, effective August 1, 2024

New Employee: Matthew K. Smith, Court Security, Kanawha County Sheriff's Law Enforcement, full-time employee, \$33,508.80 per year, replacing Tyler Holstein, effective August 1, 2024

New Employee: Erik S. Dailey, Court Security, Kanawha County Sheriff's Law Enforcement, full-time employee, \$37,003.20 per year, replacing Christian George, effective August 1, 2024

New Employee: Juanita Michelle Nelson, Deputy Clerk, Kanawha County Circuit Clerk's office, full-time employee, \$30,000.00 per year, replacing Julie Pauley, effective August 12, 2024

Change in Status: Darla Hodges, Deputy Clerk, from full-time (retiring) to part-time, Kanawha County Circuit Clerk's office, \$25.00 per hour, effective August 1, 2024

Order authorizing the President of the County Commission of Kanawha County to Execute a State of West Virginia Department of Environmental Protection Litter Control Grant Final Performance and Accounting Report for FY2024

Order Authorizing the Clerk of the County Commission to issue a check from the Financial Stabilization Fund, #058-401.00-5-67.00, in the amount of Seven Hundred Thousand Dollars (\$700,000) to the Capital Fund #090, for costs associated with the Judicial Annex Renovation - Architect fees

Order Authorizing the Clerk of the County Commission to issue a check from the Magistrate Court I Fund (005-415.00-5-67.00) in the amount of Thirty Nine Thousand Nine Hundred Ninety Four Dollars (\$39,994), the eligible June 30, 2024 balance, to the General Fund, pursuant to West Virginia Code §50-3-4

Order Authorizing the Clerk of the County Commission to issue a check from the Day Report Fund, #072-443.35-5-67.00, in the amount of Thirty Seven Thousand Four Hundred Nine Dollars (\$37,409), the balance on June 30, 2024 to the General County Fund #001, as reimbursement for budgetary expenses

Approval of the Erroneous Assessments Submitted by the Kanawha County Assessor (decrease \$29,022.08)

Precinct 420 Polling Location Change – from Bridge Elementary to Clendenin Elementary

Demolition Order: In the matter of the property owned by Kathy Y. Baxter, and Erica Hudson, as sole heir at law of Donald E. Cooper, Jr. (Tax Map 39C Parcel 16, 17 & 9, Cabin Creek District)

Demolition Order: In the matter of the property owned by Deborah Dandy Michaux, as Trustee for the Dandy Family Trusts (Tax Map 9H Parcel 21, Malden Creek District)

Demolition Order: In the matter of the property owned Michael LaFleur and David LaFleur, heirs at law of Evelyn LaFleur (Tax Map 22D Parcel 32, Union District)

Demolition Order: In the matter of the property owned Ronald G. Daniels and Charles E. Daniels, heirs at law of Pearl Daniels (Tax Map 29A Parcel 111, Malden District)

Demolition Order: In the matter of the property owned Robert N. Eren, Douglas Groff and William E. Eren, devisees under the Last Will and Testament of William Groff Eren (Tax Map 18A Parcel 2.1, Malden District)

Order ratifying submission of 2024 HAVA Security Sub-Grant to purchase e-pollbooks for the County Clerk's office

The Revision of the Levy Estimate (Budget) for the County of Kanawha – F.Y. 2024-2025 General Fund Budget Revision #1

1. Fiscal Year 2024-2025 Fiduciary Fund Line Item Budget Revision

REVENUES:

016-000.00-299-0-00.00	Fiduciary - Fund Balance	\$2,020
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EXPENDITURES:

016-411.00-1-03.01	Fiduciary - Fulltime salaries	1,731
016-411.00-1-04.00	Fiduciary - FICA	133
016-411.00-1-06.00	Fiduciary - Retirement	156

2. Fiscal Year 2024-2025 Coal Severance Fund Line Item Revision

EXPENDITURES:

002-439.00-5-68.00	Coal Severance – Developing Projects	(23,213)
002-439.00-5-68.99	Coal Severance – Countywide Cleanup	23,213

3. Fiscal Year 2024-2025 Public Safety Grant Fund Line Item Budget Revision

EXPENDITURES:

029-711.00-5-68.00	Public Safety- Contributions other entity	(989,188)
029-711.00-5-68.45	Public Safety - Metro Emer Operations	49,688
029-711.00-5-68.57	Public Safety - Metro Drug Unit	50,000
029-711.00-5-68.58	Public Safety - D Adkins Memorial Training	36,000
029-711.00-5-68.60	Public Safety - Ambulance Authority	600,000
029-711.00-5-68.62	Public Safety - KCOEM Smoke Alarms	10,000
029-711.00-5-68.63	Public Safety - KCOEM Fire Coordinator	35,000
029-711.00-5-68.67	Public Safety - KCSD OP Grad Prom Alive	75,000
029-711.00-5-68.68	Public Safety - KCSD Internet Connection Fees	33,500
029-711.00-5-68.76	Public Safety - Tower Maintenance	100,000

4. Fiscal Year 2024-2025 Capital Fund Line Item Budget Revision

REVENUES:

090-299-0-00.00	Capital Fund - Fund Balance	1,113,165
090-388-0-00.00	Capital Fund - Transfers from other funds	700,000

EXPENDITURES:

090-401.00-4-50.00	Capital Fund - Courthouse, Buildings	7,125
090-401.00-4-50.01	Capital Fund - Equipment	7,077
090-401.00-4-50.03	Capital Fund - Annex Buildings	10,723

090-401.00-4-50.04	Capital Fund - Annex Equipment	10,723
090-401.00-4-50.05	Capital Fund - Christopher Street Buildings	14,400
090-401.00-4-50.07	Capital Fund - Project 301 Buildings	18,348
090-401.00-4-51.00	Capital Fund - Co Comm Capital	5,750
090-401.00-4-57.01	Capital Fund - Co Comm Capital, Buildings	715,199
090-700.00-4-56.03	Capital Fund - Sheriff LED Equipment	634,404
090-901.00-4-59.00	Capital Fund - Shawnee Equipment	22,728
090-901.00-4-59.01	Capital Fund - Shawnee Buildings	366,688

5. Fiscal Year 2024-2025 General Fund Budget Revision #1

REVENUES:

001-000.00-299-0-00.00	General Fund - Assigned Fund Balance	2,560,645
001-000.00-298-0-00.00	General Fund - Unassigned Fund Balane	5,953,456
001-000.00-323-0-29.00	State Grant - Courthouse Facilities Improvement	80,000

EXPENDITURES:

001-401.00-5-67.00	Co Comm - Transfers to other Funds	5,953,456
001-401.00-2-14.00	Co Comm - Travel	3,180
001-401.00-2-30.00	Co Comm - Contracted Services	6,975
001-404.00-2-23.00	Sheriff Tax - Professional Services	7,364
001-404.00-3-41.00	Sheriff Tax - Supplies	7,952
001-406.00-2-17.00	Assessor - M & R Auto	274
001-415.00-1-03.01	Mag Court - Full-time Salaries	10,000
001-415.00-1-04.00	Mag Court - FICA	765
001-415.00-1-06.00	Mag Court - Retirement	950
001-424.00-2-16.00	Courthouse - M & R Equipment	2,886
001-425.00-2-15.00	Annex - M & R Building	5,955
001-425.00-2-30.00	Annex - Contracted Services	4,500
001-425.00-3-41.05	Annex- Supplies; Juvenile Drug Court	16,405
001-425.03-1-03.01	Parking Garage - Full-time Salaries	(26,000)
001-425.03-1-03.02	Parking Garage - Part-time Salaries	26,000
001-428.00-3-53.00	Data Processing - Software	36,906
001-430.00-5-68.35	Comm Dev. - Countywide Cleanups	16,864
001-442.08-3-41.01	Fed Grant - BJAG, Supplies	10,962
001-442.28-2-30.00	Federal Grant - USDA, Contracted Services	8,825
001-442.32-2-30.00	Federal Grant - Brown fields, Contracted Srvs	51,361
001-442.34-2-30.00	Federal Grant - ARC Power, Valley Project Contracted Srvc	528,409
001-442.35-2-30.00	Federal Grant - DOH/DOT, Contacted Services	219,983
001-443.01-5-68.00	State Grant - Leatherwood	408,900
001-444.34-2-30.00	Other Grant - Benedum , Valley Project Contracted Srvc	260,171

001-700.00-2-11.01	Sheriff LED - Telephone MDT	19,663
001-700.00-3-41.02	Sheriff LED - Operating Grant	12,096
001-700.00-3-43.00	Sheriff LED - Gas/Oil & Tires	28,618
001-911.00-5-68.00	Visitors & Convention Bureau- Contributions	223,758
001-972.13-4-59.00	Federal Grant - Homeland Security, Capital Equipment	626,923
001-974.21-4-59.00	State Grant - Courthouse Facilities Improvement	80,000
001-987.00-4-59.00	Courthouse Capital Outlay	40,000

CHECK REGISTERS: SUPPLEMENTALS/EMERGENCY:

FIS Lockbox Operations in the amount of \$50,000.00 for postage for the postage machine

Institute/West Dunbar/Pinewood Subarea Planning Committee, in the amount of \$20,000.00 for emergency aid to assist with street light funding, senior program and community health initiatives

New River Engineers Inc., in the amount of \$8,250.00 for ARP Big Bend Golf Course flood damage repair project

Town of Clendenin, in the amount of \$20,218.59 for ARPA funds application 104 reimbursement for town festival town celebrations to promote health and safety as part of the town’s revitalization plan

Thaxton Construction Company, Inc., in the amount of \$381,928.77 for ARP Big Bend Golf Course flood damage repair project application #2

New River Engineers Inc., in the amount of \$49,000.00 for Coonskin Park flood damage repair project

LETTER OF INTENT

Nitro Food Pantry in the amount of \$5,000.00 for contribution for purchase and installation of a generator

Ratification of document processed on July 9, 2024:

Change of Status – Linsey Hackney from Seasonal Employee/Intern to Manager on Duty, Shawnee Sports Complex, part-time employee, from \$12.00 per hour to \$15.00 per hour, effective July 8, 2024

Ratification of documents processed on July 11, 2024:

Order Authorizing the President of the County Commission to sign Letter of Credit Payment Request-Federal Emergency Management Agency Hazard Grant Program 4517-WV-0008. Request payment to pay invoice for accounts 009-442.60-500-2-30.00 (FEMA NOI Contr. Services), in the amount of \$3,520.00

Order authoring the President of the Kanawha County Commission to execute the 24-BIPP-08 BIPP Grant Contract and additional grant documents

New Employee: Vickie Martin, part-time employee, Kanawha County Commission \$15.00 per hour, effective July 16, 2024

Resolution for Darla Hodges

Ratification of documents processed on July 12, 2024:

Payroll

Ratification of documents processed on July 15, 2024:

Election payroll

Ratification of documents processed on July 16, 2024:

US Bank in the amount of \$24,055.23 for p-card payment

Ratification of documents processed on July 17, 2024:

US Bank in the amount of \$1,562.60 for p-card payment

Ratification of documents processed on July 19, 2024:

Proclamation of Appreciation presented to Brooke Rhodes

US Bank in the total amount of 26,006.61 for p-card payments