



CITY OF CHARLESTON West Virginia



Council Member – 12th WARD

Joseph Jenkins
839 Gordon Drive
Charleston, West Virginia 25303
304-575-9202
joseph.jenkins@cityofcharleston.org

Finance Committee, Chair
Parking Committee, Chair
Parks and Recreation Committee

AGENDA

FINANCE COMMITTEE MEETING

UNTIL FURTHER NOTICE, MEETINGS WILL BE MADE AVAILABLE TO THE PUBLIC VIA ZOOM AND CIVICCLERK

Monday, November 16, 2020

6:15 PM

***Join via internet:**

<https://us02web.zoom.us/j/81112660421?pwd=dTRmVjZjaXJZUXExZGIYc1hIQzUvUT09>

Passcode: 437489

***Join via Telephone: (312) 626-6799 or (929) 436-2866**

Webinar ID: 811 1266 0421

***Join via CivicClerk: <https://charlestonwv.civicclerk.com>**

I. DISCUSSION:

- a. Approval of Previous Minutes 11-2-2020

II. RESOLUTIONS:

- a. Resolution No. 394-20 - Authorizing the Mayor or City Manager to renew the Agreement with WesBanco INC. for the City's commercial banking services
- b. Resolution No. 395-20 – Authorizing the Mayor or City Manager to purchase mobile data terminals for the Charleston Police Department
- c. Resolution No. 396-20 - Authorizing the Mayor or City Manager to purchase and install 3 Rudd Hot Water Heaters for Sojourners Women's Shelter from DSO Mechanical LLC
- d. Resolution No. 397-20 – Authorizing the Mayor or City Manager to enter into a lease-purchase financing agreement for the purchase of various types of equipment during the 2020-2021 fiscal year
- e. Resolution No. 398-20 – Authorizing the Mayor or City Manager to enter into a contract for the purchase and installation of fencing for two dog parks and a new skate park

- f. Resolution No. 399-20 – Authorizing the Mayor or City Manager to enter into a contract for the construction of a new skate park

MINUTES
FINANCE COMMITTEE MEETING
6:15 P.M., NOVEMBER 2, 2020
A/V CONFERENCE ROOM*

Joseph Jenkins, Chairperson, called the meeting of the Charleston City Council Committee on Finance to order at 6:15 p.m., November 2, 2020, in the Audio/Visual Room in City Hall*.

A silent roll was taken by the Clerk and a quorum was established. The following committee members were present:

Joseph Jenkins, Chair
Bobby Reishman, Vice Chair
Ben Adams
Brent Burton
Becky Ceperley
Mary Beth Hoover
Will Laird

*In response to the COVID-19 pandemic, the meeting of the Finance Committee was conducted electronically. The meeting was made available to the public as a live stream via Zoom and CivicClerk (per the agenda).

I. DISCUSSION:

a. Approval of Previous Minutes - Councilmember Reishman asked for unanimous consent to dispense with the reading of the minutes for the October 19, 2020 meeting and that they be approved as distributed. There was no objection and the minutes were approved.

II. RESOLUTIONS:

- a. Resolution No. 391-20 - Authorizing "Citizen Appreciation Parking" for November 14th, November 21st, November 28th, December 5th, December 12th, December 19th, December 26th, 2020, and January 2nd, 2021. "Citizen Appreciation Parking" shall include the waiving of hourly parking fees at all metered on-street parking spaces. The parking revenue losses will amount to approximately \$1,100 per Saturday if portions of Capitol and Hale Street remain closed to vehicular traffic on these Saturdays or approximately \$1,700 per Saturday if the parking meters on those blocks are available for use.

Be it Resolved by the Council of the City of Charleston, West Virginia:

That "Citizen Appreciation Parking" is authorized for November 14th, November 21st, November 28th, December 5th, December 12th, December 19th, December 26th, 2020, and January 2nd, 2021. "Citizen Appreciation Parking" shall include the waiving of hourly parking at all metered on-street parking spaces. The parking revenue losses will amount to approximately \$1,100 per Saturday if portions of Capitol and Hale Street remain closed to vehicular traffic on these Saturdays or approximately \$1,700 per Saturday if the parking meters on those blocks are available for use.

Parking Director, Terri Allen, added that the dates listed are Saturdays. This usually happens every fall to coincide with the Holidays. Mayor Goodwin added that dates have been added to support small businesses with the associated campaign.

Councilmember Reishman moved to approve the Resolution. With a majority of members present recorded thereon as voting in the affirmative, Chairperson Jenkins declared Resolution No. 391-20 approved.

- b. Resolution No. 392-20 - Authorizing the Mayor or City Manager to purchase twenty-four (24) sets of bunker gear for the Charleston Fire Department from Red Hot Fire Equipment Co., in the amount of \$45,601.44. The gear, which includes jackets and trousers, will be used for structural firefighting. The purchase price was determined through a competitive bidding process, and the vendor was awarded the contract by action of the City Council on March 2, 2020. The successful vendor agreed to hold its prices firm for one year.

Now Therefore, Be It Resolved By The Council Of The City Of Charleston, West Virginia:

That, the Mayor or City Manager is authorized to purchase twenty-four (24) sets of bunker gear for the Charleston Fire Department from Red Hot Fire Equipment Co., in the amount of \$45,601.44. The purchase price was determined through a competitive bidding process, and the vendor was awarded the contract by action of the City Council on March 2, 2020. The successful vendor agreed to hold its prices firm for one year.

City Manager, Jonathan Storage, stated that on March 2, 2020, the City Council adopted a Finance Committee resolution that authorized the award of a gear supply contract to Red Hot Fire Equipment Company. The contract required the awarded vendor to hold its prices firm for one year. 24 additional sets of gear are needed for the Charleston Fire Department, and the prices remain the same under the contract.

Councilmember Reishman moved to approve the Resolution. With a majority of members present recorded thereon as voting in the affirmative, Chairperson Jenkins declared Resolution No. 392-20 approved.

- c. Resolution No. 393-20 - Authorizing approval of Amendment No. 5 of the FY 2020-2021 General Fund Budget as indicated on the attached list of accounts.

Now Therefore, Be It Resolved By The Council Of The City Of Charleston, West Virginia:

That Amendment No. 5 of the FY 2020-2021 General Fund Budget as indicated on the attached list of accounts is approved.

Storage added that the proposed budget amendment recognizes a rollover of \$8,000 of DEP grant funds that were unspent in FY 20 but will be spent in FY21. The amendment recognizes DEP grant funds to be received in FY 21 in the amount of \$31,500 a part of the City's DEP REAP recycling study grant. Both the \$31,500 and the \$8,000 rollover are a part of the same \$45,000 REAP grant that spans two fiscal years. The results of the study are expected by the end of the year. The amendment also recognizes a \$15,000 grant from AARP to be used for improvements at the East End Dog Park, and recognizes a \$10,000 transfer from the Mayor's Discretionary Fund to the Parks & Rec capital outlay account to be used for the creation of a dog park within Cato Park.

Councilmember Jenkins stated he assumed that the Professional Services amount will be going to the recently hired consultant, and asked for clarification for the item listed Salaries and Wages. Storage replied that it is for a temporary Recycling Study Coordinator, hired to help with the recycling study. Councilmember Jenkins added that the recycling program is important, and the City is taking good steps towards a better recycling program.

Councilmember Reishman moved to approve the Resolution. With a majority of members present recorded thereon as voting in the affirmative, Chairperson Jenkins declared Resolution No. 393-20 approved.

General Fund FY 2020-2021 Budget Amendment No. 5 - November 2, 2020

Account No.	Department	Account Description	Amount
001 366 00 0000	Revenue	State Government Grants	(31,500)
001 299 0		Unassigned Fund Balance	(8,000)
001 412 00 000 1 103	City Manager	Salaries & Wages	19,500
001 412 00 000 2 223	City Manager	Professional Services	20,000

To rollover the balance and recognize the remaining activity for the DEP recycling grant.

001 368 12 0000	Revenue	Contributions - AARP	(15,000)
001 409 00 000 5 568	Mayor	Contributions to Other Entities	(10,000)
001 979 00 900 4 458	Capital Outlay - Park	Major Improvements	25,000

To receive a \$15,000 grant from AARP for an East End Dog Park and reallocate \$10,000 from the Mayor's Contributions to a dog park at Cato Park.

III. MISCELLANEOUS:

Councilmember Jenkins asked for input from the Committee and Administration concerning reviewing the City's cable franchise agreement with Suddenlink. Storage replied that a Select Committee of Councilmembers will be announced during that night's Council meeting.

Members will be: Ben Adams (Chair), Jennifer Pharr, Courtney Persinger, Chad Robinson, Caitlin Cook, Sam Minardi and Bobby Reishman.

Councilmember Reishman motioned to adjourn the meeting.

Meeting adjourned.

Resolution No. 394-20

Introduced in Council:

Adopted by Council:

November 16, 2020

Introduced by:

Referred to:

Joseph Jenkins

Finance

Resolution No. 394-20 Authorizing the Mayor or City Manager to renew the Agreement with WesBanco INC. for the City's commercial banking services to start on the date of execution and acceptance by WesBanco INC. and continue for an initial term of three (3) years with no fees, costs or expenses and a Floating Federal Funds Rate interest rate less .15 bps. The City shall have the option to renew this Agreement for additional three-year terms, up to a total of three additional three-year terms.

Be it Resolved by the Council of the City of Charleston, West Virginia:

That the Mayor or City Manager is hereby authorized and directed to renew the Agreement with WesBanco INC. for the City's commercial banking services to start on the date of execution and acceptance by WesBanco INC. and continue for an initial term of three (3) years with no fees, costs or expenses and a Floating Federal Funds Rate interest rate less .15 bps. The City shall have the option to renew this Agreement for additional three-year terms, up to a total of three additional three-year terms.

Resolution No. 395-20

Introduced in Council:

Adopted by Council:

November 16, 2020

Introduced by:

Referred to:

Joseph Jenkins

Finance

1 Resolution No. 395-20 - Authorizing the Mayor or City Manager to purchase fifteen (15) Mobile
2 Data Terminals (Dell Latitude 5424) for the Charleston Police Department from DELL, at a total
3 price of \$29,250.00. The purchase price was determined through a competitive bidding
4 process. The successful vendor agreed to hold its prices firm for one year.

5

6 Be it Resolved by the Council of the City of Charleston, West Virginia:

7

8 That the Mayor or City Manager is authorized to purchase fifteen (15) Mobile Data Terminals
9 (Dell Latitude 5424) for the Charleston Police Department from DELL, at a total price of
10 \$29,250.00. The purchase price was determined through a competitive bidding process. The
11 successful vendor agreed to hold its prices firm for one year.

12

Mobile Data Terminals for CPD

Project No. 2020-023

Bid Opening: November 10, 2020 @ 11:30am

	Dell Marketing LP.	Advantage Technology	Hypertech USA
	One Dell way	501 Virginia Street	1753 East Broadway Road, ste 101
	Round Rock TX 78682	Charleston WV 25301	Tempe AZ 85282
	P: (512) 725-3007	P: (304) 348-8048	P: (866) 787-0426
	stacie_becker@dell.com	Gogrinz@advantagetech.biz	bidsus@hypertec.com
Project Total	\$29,250.00	\$41,452.05	\$45,264.15
Local Vendor Preference (4%)		(\$1658.08) \$39,793.97	Does not Qualify
Project Completion	30 days	30 days	30 days
Successful Bidder with Local Preference Consideration	✓		

Resolution No. 396-20

Introduced in Council:

Adopted by Council:

November 16, 2020

Introduced by:

Referred to:

Joseph Jenkins

Finance

- 1 Resolution No. 396-20 - Authorizing the Mayor or City Manager to purchase and install three
2 (3) Rudd Hot Water Heaters for Sojourners Women's Shelter from DSO Mechanical LLC, at a
3 total price of \$43,280.00. The purchase price was determined through a competitive bidding
4 process, of the which the awarded bidder qualified for a one-time purchase.
5 Be it Resolved by the Council of the City of Charleston, West Virginia:
6
7 That the Mayor or City Manager is authorized purchase and install three (3) Rudd Hot Water
8 Heaters for Sojourners Women's Shelter, at a total price of \$43,280.00. The purchase price was
9 determined through a competitive bidding process, of the which the awarded bidder qualified
10 for a one-time purchase.

Hot Water Tanks and Installation- Sojourner's Women's Shelter

Project No. 2020-022

Bid Opening: November 10, 2020 @ 11:00am

	DSO Mechanical	Alpha Mechanical	
	515 3rd Avenue	7200 Distribution Drive	
	Souh Charleston WV 25303	Louisville KY 40258	
	P: (304) 744-8479	P: (502) 400-4600	
	mlaughlin@dsomech.com	sarah.wright@aamservice.com	
Project Total	\$43,280.00	\$44,470.00	
Local Vendor Preference (4%)	(\$1,731.20) \$41,548.80	(\$1778.80) \$42,691.20	
Project Completion	30 days	30 days	
Successful Bidder with Local Preference Consideration			

Resolution No. 397-20

Introduced in Council:

November 16, 2020

Adopted by Council:

Introduced by:

Joseph Jenkins

Referred to:

Finance

1 Resolution No. 397-20 - Authorizing the Mayor or City Manager to enter into an agreement
2 with US Bank in the amount of approximately \$994,500 for a five-year lease purchase period at
3 a rate of 1.2515% for the purchase of various vehicles and equipment for City departments, and
4 subject to review and final approval by legal counsel for the City. The vendor was selected
5 through a competitive bidding process.

6
7 Be it Resolved by the Council of the City of Charleston, West Virginia:

8
9 That the Mayor or City Manager is hereby authorized and directed to enter into an agreement
10 with US Bank in the amount of approximately \$994,500 for a five-year lease purchase period at
11 a rate of 1.2515% for the purchase of various vehicles and equipment for City departments, and
12 subject to review and final approval by legal counsel for the City. The vendor was selected
13 through a competitive bidding process.

Project No. 2020-025
 Bid Opening: November 10, 2020 @ 11:00am

	Bank Funding	US Bank	
	14024 Clopper Road	10 Smoke Rise Lane	
	Boyds, MD 20841	Annadale, NJ 08801	
	P: (301) 518-4360	p: (908) 894-5520	
	sol_droyd@comcast.net	lyn_nita@usbank.com	
Project Total	\$994,500.00	\$994,500.00	
Intrest Rate	5 years at 1.5400%	5 years at 1.2515%	
Payments	10 payments of \$103,710.16	10 payments at \$102,904.58	
Total Interest Cost	\$42,601.60	\$34,545.82	
Successful Bidder		✓	

Resolution No. 398-20

Introduced in Council:

November 16, 2020

Introduced by:

Joseph Jenkins

Adopted by Council:

Referred to:

Finance

1 Resolution No. 398-20 - Authorizing the Mayor or City Manager to contract with McNiel Fence
2 Company in the amount of \$44,452 for the construction of fencing for a new City skate park.
3 The purchase price was determined through a competitive bidding process where McNiel Fence
4 Company was the sole bidder.

5

6 Be it Resolved by the Council of the City of Charleston, West Virginia:

7

8 That the Mayor or City Manager is authorized to contract with McNiel Fence Company in the
9 amount of \$44,452 for the construction of fencing for a new City skate park. The purchase price
10 was determined through a competitive bidding process where McNiel Fence Company was the
11 sole bidder.

12

13