

**MINUTES**  
**FINANCE COMMITTEE MEETING**  
**5:30 P. M., MARCH 18, 2019**  
**A/V CONFERENCE ROOM**

Joseph Jenkins, Chairperson, called the meeting of the Charleston City Council Committee on Finance to order at 5:30p.m., March 18, 2019, 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  
Brent Burton  
Mary Beth Hoover  
Will Laird  
Shannon Snodgrass  
Keeley Steele

Vice Chairperson Reishman asked for unanimous consent to dispense with the reading of the minutes for the February 19, 2019 meeting and that they be approved as distributed. There was no objection and the minutes were approved.

Vice Chairperson Reishman asked for unanimous consent to dispense with the reading of the minutes for the March 4, 2019 meeting and that they be approved as distributed. There was no objection and the minutes were approved.

Vice Chairperson Reishman asked for unanimous consent to dispense with the reading of the minutes for the March 11, 2019 meeting and that they be approved as distributed. There was no objection and the minutes were approved.

Chairperson Jenkins proposed, with no objections, that one Item be taken out of order and Resolution No. 174-19 be presented last.

I. RESOLUTIONS:

- a. Resolution No. 177-19 – Authorizing the Mayor or City Manager, subject to final review by the City Attorney, to enter into contracts through Commercial Insurance Services and Arthur J. Gallagher Risk Management Services, Inc., at a price of \$1,009,332.00, for the City's Risk Management and Property and Casualty Insurance coverage for the period March 31, 2019 through March 31, 2020, in accordance with the costs attached, and specifically by rejecting all underinsured motorists coverage and accepting uninsured motorists coverage with statutory minimum limits of \$25,000/\$50,000/\$25,000 only; and Risk Management Services Co. (RMSC) for Third Party Administration of Workers Compensation and Property/Casualty Claims in accordance with the costs attached and a fee advance of \$103,720.00; and further authorizing the Mayor or City Manager to sign the appropriate forms rejecting the underinsured motorists coverage and accepting the uninsured motorists coverage.

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

That the Mayor or City Manager is hereby authorized and directed, subject to final review by the City Attorney, to enter into contracts through Commercial Insurance Services and Arthur J. Gallagher Risk Management Services, Inc., at a price of \$1,009,332.00, for the City's Risk Management and Property and Casualty Insurance coverage for the period March 31, 2019 through March 31, 2020, in accordance with the costs attached, and specifically by rejecting all underinsured motorists coverage and accepting uninsured motorists coverage with statutory minimum limits of \$25,000/\$50,000/\$25,000 only; and Risk Management Services Co. (RMSC) for Third Party Administration of Workers Compensation and Property/Casualty Claims in accordance with the costs attached and a fee advance of \$103,720.00; and further authorizing the Mayor or City Manager to sign the appropriate forms rejecting the underinsured motorists coverage and accepting the uninsured motorists coverage.

Councilmember Reishman moved to approve the Resolution. Councilmember Burton abstained from voting. With a majority of members elected recorded thereon as voting in the affirmative with one (1) abstention Chairperson Jenkins declared Resolution 177-19 approved.

- b. Resolution No. 175-19 - Authorizing approval of Amendment No. 7 in the FY 2018- 2019 General Fund Budget as indicated on the attached list of accounts.

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

That the approval of Amendment No. 7 in the FY 2018- 2019 General Fund Budget as indicated on the attached list of accounts.

Mayor Goodwin added that the resolution puts money into the Mayor's Office for the CARE effort. The administration will continue to look for grant money. This issue is extremely important to the administration and is a priority.

Councilmember Reishman moved to approve the Resolution.

Councilmember Snodgrass stated that she is going to oppose the program and will further explain her reasoning on Council floor.

With a majority of members elected recorded thereon as voting in the affirmative, with one (1) Nay being Snodgrass, Chairperson Jenkins declared Resolution 175-19 approved.

General Fund FY 2018-2019 Budget Amendment No. 8 - March 18 2019

| Account No.          | Department          | Account Description | Amount   |
|----------------------|---------------------|---------------------|----------|
| 001 442 00 000 2 230 | Strategy Management | Contracted Services | (60,568) |
| 001 409 00 000 2 230 | Mayor's Office      | Contracted Services | 60,568   |

**To reallocated funds for the Coordinated Addiction Response Effort (CARE) Office.**

- c. Resolution No. 176-19 – Authorizing the Mayor or City Manager to enter into contract with Carpenter Reclamation, Inc. in the amount of \$71,494.00 for the slip repair construction project on Gordon Drive.

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 enter into contract with Carpenter Reclamation, Inc. in the amount of \$71,494.00 for the slip repair construction project on Gordon Drive.

Councilmember Reishman moved to approve the Resolution.

Councilmember Jenkins added drainage has been an issue on Gordon Drive, and he applauded the City for taking on this problem.

With a majority of members elected recorded thereon as voting in the affirmative Chairperson Jenkins declared Resolution 176-19 approved.

- d. Resolution No. 178-19 - Authorizing the Mayor or City Manager to submit an application for \$39,600.00 to the WV Division of Justice and Community Services and administer any funds awarded. These funds will provide partial salary reimbursement and travel/training funds for Charleston Police Department's Crime Victims Specialist. There is a required 20% match that will be met with the City-funded portion of the current salary budgeted for the position.

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

That the Mayor or City Manager is hereby authorized to submit an application for \$39,600.00 to the WV Division of Justice and Community Services and administer any funds awarded. These funds will provide partial salary reimbursement and travel/training funds for Charleston Police Department's Crime Victims Specialist. There is a required 20% match that will be met with the City-funded portion of the current salary budgeted for the position.

Councilmember Reishman moved to approve the Resolution.

Kim Eagle stated that she has served as Charleston Police Department's Crime Victims Specialist for going on twenty-four years. She feels blessed to be in a position to help Police Officers and the Community. She has lectured in numerous states on how to coordinate a crime victim response. Mayor Goodwin stated that she believed in having a robust community response such as this position supplies. Councilmember Laird asked if this money would come from VOCA. Ms. Eagle replied yes, as well as coordination with VOWA. Councilmember Laird added that money from VOCA has increased dramatically since 2014, and encouraged the administration to seek out grants within the Division of Justice and Community Services. Councilmember Jenkins made note that the resolution was to "apply for" and "administer" the grant, thereby negating the need to approve another resolution later.

With a majority of members elected recorded thereon as voting in the affirmative Chairperson Jenkins declared Resolution 178-19 approved.

- e. Resolution No. 174-19 - Approving the Official Municipal Budget Document for the Fiscal Year 2019-2020, as proposed and revised, inclusive of the Municipal Levy Rates Estimate for Current Expenses and Excess Levy purposes.

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

That the Official Municipal Budget Document for the Fiscal Year 2019-2020, as proposed and revised, inclusive of the Municipal Levy Rates Estimate, is hereby approved.

Councilmember Reishman moved to approve the Resolution.

Councilmember Snodgrass asked if the budget had changed since the committee last discussed the matter on March 11, 2019. Councilmember Jenkins answered yes, and that a memorandum had been sent to Councilmembers on March 15, 2019 and then read the memorandum.

Councilmember Jenkins added that important items had been addressed with the proposed budget i.e. increasing the paving budget and increasing the budget for tearing down abandoned homes. While there may be a few unpopular cuts, he approves this budget because he believes the City is focusing on doing what is necessary to move the City forward and evaluating the programs that are provided to ensure it is done in a better, more efficient way that takes responsibility, care and good stewardship of the citizen's money.

Councilmember Snodgrass asked if the administration considered setting aside money for slip repairs into a separate line item which had been discussed in a previous meeting. Mayor Goodwin answered that it would have been difficult to do with the proposed budget and available funds. She added that, hopefully, money can be set aside in the future in part because of the various cuts made to the proposed budget.

With a majority of members elected recorded thereon as voting in the affirmative, with one (1) Nay being Snodgrass, Chairperson Jenkins declared Resolution 174-19 approved.

Councilmember Reishman motioned to adjourn the meeting.

Meeting adjourned.