



CITY OF CHARLESTON West Virginia



Council Member – 12th WARD

Joseph Jenkins
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Charleston, West Virginia 25303
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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, February 1, 2021

6:15 PM

***Join via internet:**

<https://us02web.zoom.us/j/81913071581?pwd=ci9lY1o3RHVhV3dhZmVYd1dTeEVVUT09>

Passcode: 500508

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

Webinar ID: 819 1307 1581

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

I. DISCUSSION:

- a. Approval of Previous Minutes 1-19-2021

II. RESOLUTIONS:

- a. Resolution No. 420-21 - Authorizing the Mayor or City Manager to enter into a construction contract for the repair of Barlow Drive.
- b. Resolution No. 421-21 - Authorizing the global settlement of pending disputed claims against the City by the Estate of Heather Ross and the minor children of Heather Ross, as alleged in Kanawha County Circuit Court Civil Action No. 20-C-683, pursuant to the recommendation of the City Solicitor.
- c. Resolution No. 422-21 - Authorizing the Mayor or City Manager to purchase a rear-loading miniature refuse collection truck for the Charleston Refuse Department.
- d. Resolution No. 423-21 – Authorizing the Mayor or City Manager to enter into a contract for the construction of fencing and gates for new City dog parks located at Cato Park and Dunbar Street.

- e. Resolution No. 424-21 - Authorizing the Mayor or City Manager to submit an application to the FEMA Assistance to Firefighter Grant Program that includes the required 10% cash match and administer any funds awarded.

MINUTES
FINANCE COMMITTEE MEETING
6:15 P.M., JANUARY 19, 2021
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., January 4, 2021, 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 January 4, 2021 meeting and that they be approved as distributed. There was no objection and the minutes were approved.

II. RESOLUTIONS:

- a. Resolution No. 414-21 – Authorizing the Finance Director to amend the 2019 Community Development Block Grant CV budget as indicated on the accounts listed below.

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

That the Finance Director is hereby authorized and directed to amend the 2019 Community Development Block Grant CV budget as indicated on the accounts listed below:

<u>ACCOUNT</u>	<u>DESCRIPTION</u>	<u>INCREASE/(DECREASE)</u>	
009-019-01-011-0-999	MOECD Public Service	\$44,600.00	Decrease
009-019-01-199-0-999	Unprogrammed Funds	\$44,600.00	Increase
009-019-01-199-0-999	Unprogrammed Funds	\$44,600.00	Decrease
009-019-01-011-0-999	Kanawha Valley Collective	\$35,000.00	Increase
009-019-01-011-0-999	Keep Your Faith Corporation	\$9,600.00	Increase

MOECD proposes to allocate CDBG-CV funds to Kanawha Valley Collective for Covid-19 Isolation and Quarantine and Keep Your Faith Corporation Behavioral Health Outreach Project.

Amy Clark, representing the MOECD, added that the resolution is for two projects for Keep Your Faith Corporation, a behavioral health clinic outreach project, and Kanawha Valley Collective for isolation in quarantine. She added that they are both urgent-need, Covid-19 related projects. She added that the KVC quarantines homeless individuals in hotels that test positive for Covid-19. Clark added that the funds are for meals, shelter, cleaning and mileage. The Keep Your Faith Corporation provides a lot of services on the West Side, and works with the Childhood Language Center, Behavioral Health Services, etc.

Mayor Goodwin thanked the MOECD as it is not easy to get these funds, which are important to the City.

Councilmember Jenkins confirmed with Clark that the isolation described for the KVC funds is for hotel stays for a couple of weeks. Additionally, funds are used to house individuals that are unable to get into shelters due to a large number of positive cases.

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. 414-21 approved.

- b. Resolution No. 417-21 - Authorizing and directing the Finance Director to establish propriety fund 428, *Coliseum and Convention Center Grant Fund*, a fund that accounts for revenues received from various granting agencies for the benefit of the Charleston Coliseum and Convention Center for the operation, maintenance, repair, capital renovation and equipment needs of the facility, and including, but not limited to, any expenses or actions necessary as a result of the significant revenue reduction caused by COVID-19 pandemic.

Now, therefore, be it Resolved by the Council of the City of Charleston, West Virginia:

That the Finance Director is authorized and directed to establish propriety fund 428, *Coliseum and Convention Center Grant Fund*, a fund that accounts for revenues received from various granting agencies for the benefit of the Charleston Coliseum and Convention Center for the operation, maintenance, repair, capital renovation and equipment needs of the facility, and including, but not limited to, any expenses or actions necessary as a result of the significant revenue reduction caused by COVID-19 pandemic.

City Manager, Jonathan Storage, added that the proposed special fund is intended to initially be the depository for a \$500,000 State grant dedicated for the Coliseum & Convention Center. On December 18th, Governor Justice announced that he would be distributing \$500,000 to each of the State's largest convention centers. The use of the funds does come with stipulations, which track the general U.S. Treasury Department guidelines for how CARES Act funding can be used. The money must be spent by December 31, 2021. In consultation with the CCCCC staff, our finance and legal team, and others within the Administration, we are confident that this money will be used well before that deadline. The resolution establishing the proposed special fund is written in broad terms to allow for the future receipt of any additional grant funds to support the ongoing operation of the facility.

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. 417-21 approved.

III. NEW BUSINESS:

Councilmember Reishman informed the Committee that the Spring Hill Cemetery has to have approval of Council for any increase in rates. To maintain the Cemetery in the manner it requires, a rate increase is being proposed. Councilmember Jenkins confirmed that the document provided to Committee members contained the proposed new prices as well as current prices and the prices of other cemeteries. Storage added that the Spring Hill Cemetery Commission must seek Council approval before any rates are changed.

Councilmember Reishman motioned to adjourn the meeting.

Meeting adjourned.

Resolution No. 420-21

Introduced in Council:

Adopted by Council:

February 1, 2021

Introduced by:

Referred to:

Joseph Jenkins

Finance Committee

1 Resolution No. 420-21 - Authorizing the Mayor or City Manager to enter into a construction
2 contract with RK Construction, Inc. in the amount of \$428,624.13 for the repair of Barlow Drive
3 as part of the West Virginia Division of Highways' Industrial Road Access Grant Program, where
4 the contract is being awarded following a competitive bidding process.

5
6 Now, therefore, be it Resolved by the Council of the City of Charleston, West Virginia:

7
8 That the Mayor or City Manager is authorized to enter into a construction contract with RK
9 Construction, Inc. in the amount of \$428,624.13 for the repair of Barlow Drive as part of the
10 West Virginia Division of Highways' Industrial Road Access Grant Program, where the contract
11 is being awarded following a competitive bidding process.

Barlow Retaining Walls Project

Bid Opening: January 14, 2021

			Thaxton Construction Company, Inc. P.O. Box 13279 Charleston, WV 25360 P: (304) 984-2299 thaxtonconstruction@gmail.com		K & N Contracting, Inc. P.O. Box 607 Elkview, WV 25701 P: (304) 965-9088 kncontract@gmail.com		Rock Forge Bridge Co., LLC P.O. Box 60 Amma, WV 25005 P: (304) 565-3007 eric.gregory@mcivwv.com		Alan Stone Company Inc. 5519 Suite A State Route 339 Vincent, Ohio 45784 P: (304) 375-6484 blake@alanstonecompany.com		RK Construction, Inc. 47 Omers Drive Frametown, WV 26623 P: (304) 364-2815 rkyerconstruct@aol.com	
Item	Unit	Estimated Quantity	Price per Unit	Total Cost	Price per Unit	Total Cost	Price per Unit	Total Cost	Price per Unit	Total Cost	Price per Unit	Total Cost
Item No. 3.01 Mobilization	LS	1	\$999.00	\$999.00	\$44,292.00	\$44,292.00	\$43,945.00	\$43,945.00	\$37,500.00	\$37,500.00	\$5,887.08	\$5,887.08
Item No. 3.02 Predrilled Soldier Pile HP12X53	LF	3100	\$104.00	\$322,400.00	\$138.96	\$430,776.00	\$125.00	\$387,500.00	\$81.00	\$251,100.00	\$64.23	\$199,113.00
Item No. 3.03 Predrilled Soldier Pile HP10x42	LF	350	\$90.00	\$31,500.00	\$207.60	\$72,660.00	\$250.00	\$87,500.00	\$125.00	\$43,750.00	\$160.84	\$56,294.00
Item No. 3.04 Steel Wale HP10x42	LF	410	\$90.00	\$36,900.00	\$131.82	\$54,046.20	\$80.00	\$32,800.00	\$100.00	\$41,000.00	\$32.89	\$13,484.90
Item No. 3.05 Concrete Lagging 8x24x57	EA	400	\$100.00	\$40,000.00	\$469.06	\$187,624.00	\$160.00	\$64,000.00	\$600.00	\$240,000.00	\$199.20	\$79,680.00
Item No. 3.06 Tieback Anchor	LF	400	\$50.00	\$20,000.00	\$76.81	\$30,724.00	\$495.00	\$198,000.00	\$200.00	\$80,000.00	\$131.57	\$52,628.00
Item No. 3.07 HDPE Storm Sewer	LF	60	\$100.00	\$6,000.00	\$278.29	\$16,697.40	\$475.00	\$28,500.00	\$400.00	\$24,000.00	\$114.12	\$6,847.20
Item No. 3.08 Guardrail	LF	400	\$28.00	\$11,200.00	\$27.39	\$10,956.00	\$40.00	\$16,000.00	\$40.00	\$16,000.00	\$31.09	\$12,436.00
Item No. 3.09 Traffic Control	LS	1	\$1.00	\$1.00	\$38,083.00	\$38,083.00	\$20,655.00	\$20,655.00	\$20,000.00	\$20,000.00	\$2,253.95	\$2,253.95
TOTAL PROJECT COST			\$469,000.00		\$885,858.60		\$878,900.00		\$753,350.00		\$428,624.13	

Resolution No. 421-21

Introduced in Council:

Adopted by Council:

February 1, 2021

Introduced by:

Referred to:

Joseph Jenkins

Finance Committee

1 Resolution No. 421-21 - Authorizing the global settlement of pending disputed claims against
2 the City by the Estate of Heather Ross and the minor children of Heather Ross, as alleged in
3 Kanawha County Circuit Court Civil Action No. 20-C-683, pursuant to the recommendation of
4 the City Solicitor.

5
6 Now, therefore, be it Resolved by the Council of the City of Charleston, West Virginia:

7
8 That the City Council hereby authorizes and approves the global settlement of all pending
9 disputed claims against the City by the Estate of Heather Ross and the minor children of
10 Heather Ross, as alleged in Kanawha County Circuit Court Civil Action No. 20-C-683, in the
11 amount of \$1,150,000.00, pursuant to the recommendation of the City Solicitor. The City
12 Council authorizes the City Solicitor and City Manager to take all necessary steps to finalize
13 resolution of the claims.

Resolution No. 422-21

Introduced in Council:

Adopted by Council:

February 1, 2021

Introduced by:

Referred to:

Joseph Jenkins

Finance Committee

Resolution No. 422-21 - Authorizing the Mayor or City Manager to purchase a rear-loading miniature refuse collection truck for the Charleston Refuse Department from West Virginia Tractor Company in the amount of \$91,975.00 as the result of a competitive bidding process.

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 a rear-loading miniature refuse collection truck for the Charleston Refuse Department from West Virginia Tractor Company in the amount of \$91,975.00 as the result of a competitive bidding process.

Rear Loading Mini Refuse Collection Truck

Project No. 2021-002

Bid Opening: January 19 , 2021 @ 11:00am

	West VirginiaTractor
	PO Box 473
	Charleston, WV 25322
	P: (304) 346-5301
	wvtractor@msn.com
Rear Loading Mini Refuse Collection Truck	\$91,975.00
Local Vendor Preference (4%)	(\$3,679) \$88,296.00
Successful Bidder	

Resolution No. 423-21

Introduced in Council:

Adopted by Council:

February 1, 2021

Introduced by:

Referred to:

Joseph Jenkins

Finance Committee

Resolution No. 423-21 - Authorizing the Mayor or City Manager to enter into a contract with McNeil Fence Company in the amount of \$ 69,992.00 for the construction of fencing and gates for new City dog parks located at Cato Park and Dunbar Street. The purchase price was determined through a competitive bidding process where McNeil Fence Company was the sole bidder.

Now, therefore, be it Resolved by the Council of the City of Charleston, West Virginia:

That the Mayor or City Manager is authorized to enter into a contract with McNeil Fence Company in the amount of \$ 69,992.00 for the construction of fencing and gates for new City dog parks located at Cato Park and Dunbar Street. The purchase price was determined through a competitive bidding process where McNeil Fence Company was the sole bidder.

Fencing for Dog Parks

Project No. 2021-001

Bid Opening: January 19 , 2021 @ 11:00am

McNeil Fence
3002 &th Avenue
Charleston, WV 25387
P: (304) 744-8051
robb.chriswell@pro-safetysupply.com
<u>Project Total</u>

Description	Unit	Quantity	Unit cost	
Item 1 – 48” Dog Park Fencing and Gates	LF	1300	\$53.84	\$69,992.00
Local Vendor Preference (4%)				(\$2,799.68) \$67,192.32
Total Project Cost				\$69,992.00
Successful Bidder				



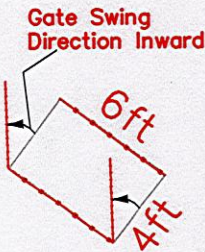
Site Vicinity: 38.374227°, -81.635539°

Proposed
Fence Total Length
+/- 1,065 feet

Legend:

— = Fence Industrial Grade —
48" Covered Aligned Pickets — Black

Detail of Transition Area



Cato Dog Park

Scale 1" = 40'

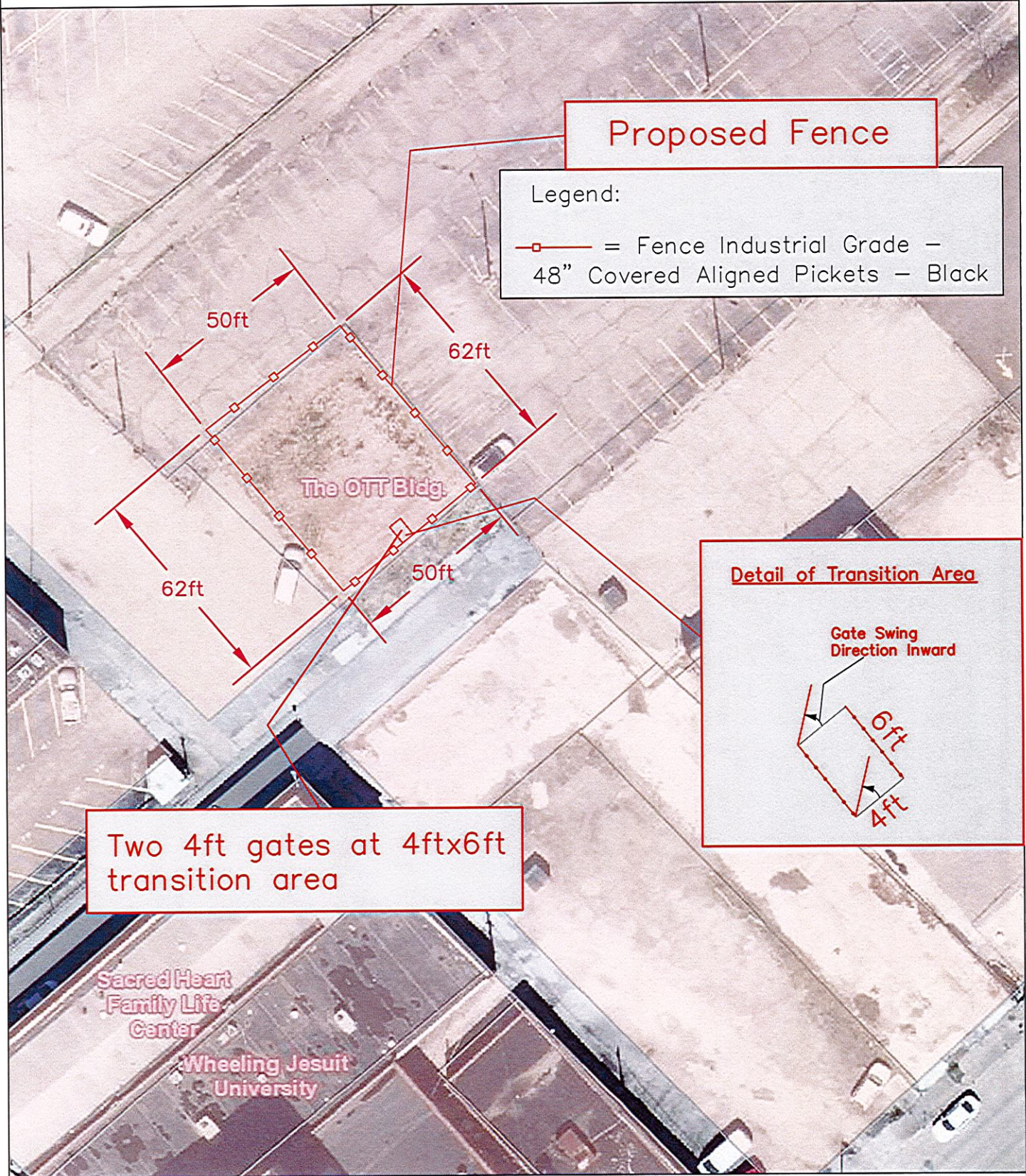


City of Charleston
Engineering
SAB 12-28-2020

Two 4ft gates at 4ftx6ft
transition area



Site Vicinity: 38.348243°, -81.632107°



Scale 1" = 40'



QD Dog Park

City of Charleston
Engineering
SAB 12-29-2020

Resolution No. 424-21

Introduced in Council:

Adopted by Council:

February 1, 2021

Introduced by:

Referred to:

Joseph Jenkins

Finance Committee

1 Resolution No. 424-21 - Authorizing the Mayor or City Manager to submit an application to the
2 FEMA Assistance to Firefighter Grant Program in the amount of \$325,939 that includes the
3 required 10% cash match and administer any funds awarded. The Charleston Fire Department
4 will use these funds to purchase 33 sets of bunker gear, 84 pairs of boots, 155 pairs of gloves,
5 155 hoods, 49 helmets, 3 gear washers and 9 dryers.

6
7 Now, therefore, be it Resolved by the Council of the City of Charleston, West Virginia:

8
9 That the Mayor or City Manager is authorized to submit an application to the FEMA Assistance
10 to Firefighter Grant Program in the amount of \$325,939 that includes the required 10% cash
11 match and administer any funds awarded. The Charleston Fire Department will use these
12 funds to purchase 33 sets of bunker gear, 84 pairs of boots, 155 pairs of gloves, 155 hoods, 49
13 helmets, 3 gear washers and 9 dryers.

14