



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

Tuesday, February 16, 2021

5:00 PM

***Join via internet:**

<https://us02web.zoom.us/j/86969333459?pwd=WUhUN3NrRlpOV3BXUWZIUFZ5ZE4Zz09>

Passcode: 851464

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

Webinar ID: 869 6933 3459

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

I. DISCUSSION:

- a. Approval of Previous Minutes 2-1-2021

II. RESOLUTIONS:

- a. Resolution No. 426-21 - Authorizing the Mayor or City Manager to enter into an agreement for underwriting or placement agent services relating to refunding of certain outstanding municipal bonds.
- b. Resolution No. 427-21 - Authorizing the Mayor or City Manager to purchase 4 pickup trucks for the Parking System.
- c. Resolution No. 428-21 - Purchase of Traffic Marking Paint
- d. Resolution No. 429-21 – Authorizing the Mayor or City Manager to contract to purchase and install a fire alarm system for the Kanawha City Community Center.
- e. Resolution No. 430-21 - Authorizing the Mayor or City Manager to submit an application to the FEMA Fire Prevention and Safety Grant Program in the amount of \$37,000 that includes the required 5% cash match and administer any funds awarded.

MINUTES
FINANCE COMMITTEE MEETING
6:15 P.M., FEBRUARY 1, 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., February 1, 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 19, 2021 meeting and that they be approved as distributed. There was no objection and the minutes were approved.

II. RESOLUTIONS:

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

City Manager, Jonathon Storage, added that the City received bids to repair Barlow Drive, which has had significant stability issues over the years. He added that the repair work will focus on installing retaining walls at key points along the route that parallels the Elk River on the East side within Ward 8. The Barlow Drive Project is an approved WV DoT Industrial Road Access Program grant recipient.

Councilmember Jenkins confirmed with Storage that the proposed accepted bid is less than the awarded grant money, so funding is available if more is needed later that is within the grant's scope.

Councilmember Reishman moved to approve the Resolution. With a majority of members present recorded thereon as voting unanimously in the affirmative, Chairperson Jenkins declared Resolution No. 420-21 approved.

- 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.

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

That the City Council hereby authorizes and approves the global settlement of all 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, in the amount of \$1,150,000.00, pursuant to the recommendation of the City Solicitor. The City Council authorizes the City Solicitor and City Manager to take all necessary steps to finalize resolution of the claims.

City Attorney, Kevin Baker, added that the resolution authorizes the settlement of pending claims from the estate of Heather Ross and her minor children. The claims arise from a high-speed police chase that resulted in Ms. Ross being struck as she was walking two of her children to elementary school. Ms. Ross spent seven days in the hospital, ultimately succumbing to her injuries. Her estate and her minor children made separate claims against the City. Upon advice of Counsel, the City sought to mediate these claims to a final settlement pending City Council approval and then approval from the Court.

Councilmember Jenkins confirmed that the vehicle that crashed into Ms. Ross was not a city vehicle but the suspect's vehicle that was being chased.

Councilmember Adams clarified that, with respect to both claims, the Court makes the determination as to how the funds are distributed and maintained.

Councilmember Jenkins added that that in this instance, the City will hit its self-insured limit of \$300,000, the rest being covered by the insurance carrier upon reimbursement.

Councilmember Reishman moved to approve the Resolution. With a majority of members present recorded thereon as voting unanimously in the affirmative, Chairperson Jenkins declared Resolution No. 421-21 approved.

- 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 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.

Storage added that the City accepted bids for this equipment and received a single bid in response. Upon review of the market, the price was determined to be competitive. This equipment is not part of the normal replacement cycle, but will be purchased instead of replacing two pieces of equipment.

Councilmember Jenkins confirmed with the Refuse Director Jered Lanham that the type of vehicle being proposed would be for areas that have hills and tighter areas. It will also prevent bags from flying out of the truck, and will help to reduce injuries.

Councilmember Reishman moved to approve the Resolution. With a majority of members present recorded thereon as voting unanimously in the affirmative, Chairperson Jenkins declared Resolution No. 422-21 approved.

- d. 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.

Storage added that the City received bids for fencing for two new dog parks at Cato Park and Dunbar Street. Upon review of the national market, the City Engineer Department determined that the price was fair and on the lower end of the national average.

Councilmember Jenkins asked for the breakdown between the two parks. City Engineer, Chris Knox replied that Cato Park is about 1,065 ft and Dunbar Street will be around 240 feet.

Councilmember Adams confirmed with Knox that there is currently a small lot with grass behind the old Quarrier Diner, which is where the park will go.

Councilmember Reishman moved to approve the Resolution. With a majority of members present recorded thereon as voting unanimously in the affirmative, Chairperson Jenkins declared Resolution No. 423-21 approved.

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

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

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

Storage added that the program under this grant program is part of the of the national preparedness system that works to build, sustain and deliver core capabilities needed to achieve a more secure and resilient nation. The CPD seeks to secure this grant in order to purchase needed supplies and gear.

Councilmember Reishman moved to approve the Resolution. With a majority of members present recorded thereon as voting unanimously in the affirmative, Chairperson Jenkins declared Resolution No. 424-21 approved.

Councilmember Reishman motioned to adjourn the meeting.

Meeting adjourned.

Resolution No. 426-21

Introduced in Council:

Adopted by Council:

February 16, 2021

Introduced by:

Referred to:

Joseph Jenkins

Finance Committee

1 Resolution No. 426-21 - Authorizing the Mayor or City Manager to enter into an agreement
2 with Piper Sandler & Co. for underwriting or placement agent services relating to refunding
3 certain outstanding municipal bonds based on an evaluation of responses received as part of an
4 Expression of Interest selection process. Fees are contingent on successful closing of the
5 refunding bonds in an amount not to exceed \$3.50/\$1,000 of the par amount of bonds issued.

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 enter into an agreement with Piper Sandler &
10 Co. for underwriting or placement agent services relating to refunding certain outstanding
11 municipal bonds based on an evaluation of responses received as part of an Expression of
12 Interest selection process. Fees are contingent on successful closing of the refunding bonds in
13 an amount not to exceed \$3.50/\$1,000 of the par amount of bonds issued.

14

Resolution No. 427-21

Introduced in Council:

Adopted by Council:

February 16, 2021

Introduced by:

Referred to:

Joseph Jenkins

Finance Committee

1 Resolution No. 427-21 - Authorizing the Mayor or City Manager to purchase four (4) Class 10
2 Ford Ranger R1F Extended Cab 4X4 pickup trucks from Matheny Motor Truck Company for a
3 total purchase price of \$107,916 pursuant to a competitively-sourced state contract. The new
4 vehicles will replace Units 606, 607, 609, and 613 within the Parking System as part of a
5 standard capital outlay replacement cycle.

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 purchase four (4) Class 10 Ford Ranger R1F
10 Extended Cab 4X4 pickup trucks from Matheny Motor Truck Company for a total purchase
11 price of \$107,916 pursuant to a competitively-sourced state contract. The new vehicles will
12 replace Units 606, 607, 609, and 613 within the Parking System as part of a standard capital
13 outlay replacement cycle.

14

Resolution No. 428-21

Introduced in Council:

Adopted by Council:

February 16, 2021

Introduced by:

Referred to:

Joseph Jenkins

Finance Committee

1 Resolution No. 428-21 - Authorizing the Mayor or City Manager to contract with Ozark
2 Materials LLC in the amount of \$29,472.85 for the purchase of 1,870 gallons of yellow traffic
3 marking paint and 1,595 gallons of white traffic marking paint to be used by the Traffic
4 Engineering Department, where the contract is being awarded following a competitive bidding
5 process.

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

9
10 That the Mayor or City Manager is authorized to to contract with Ozark Materials LLC in the
11 amount of \$29,472.85 for the purchase of 1,870 gallons of yellow traffic marking paint and
12 1,595 gallons of white traffic marking paint to be used by the Traffic Engineering Department,
13 where the contract is being awarded following a competitive bidding process.

14
15

Traffic Marking Paint

Project No. 2021-004

Bid Opening: February 12 , 2021 @ 11:00am

	Ozark	Sherwin Williams	Osburn Associates Inc	Ennis- Flint
	591 Glendale Ave	1010 Prospekt Ave; 1500Midland	PO BOX 912	4161 Piedmont Parkway
	Greenville, AL 36037	Cleveland OH 41115	Logan, OH 43138	Greensboro NC 27410
	P: (334) 371-2303	P: (800) 597-2929	P: (800) 523-8917	P: (336) 663-6612
	dyana@ozarkmaterials.net	hwyinsidesales@sherwin.com	Jennifert@osburns.com	Drussell@ennisflint.com
Traffic Marking Paint	\$29,472.85	\$30,717.50	\$42,107.92	\$31,440.75
Local Vendor Preference (4%)	(\$1,178.91) \$28,293.94	(\$1,228.70) \$29,488.80	Did Not Apply	(\$1,257.63) \$30,183.12
Successful Bidder				

Resolution No. 429-21

Introduced in Council:

Adopted by Council:

February 16, 2021

Introduced by:

Referred to:

Joseph Jenkins

Finance Committee

1 Resolution No. 429-21 - Authorizing the Mayor or City Manager to contract with Nitro
2 Construction Services to purchase and install a fire alarm system for the Kanawha City
3 Community Center at a total price of \$25,050.00. The purchase price was determined through a
4 competitive bidding process, of the which the awarded bidder qualified for local vendor
5 preference for one year.

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 contract with Nitro Construction Services to
10 purchase and install a fire alarm system for the Kanawha City Community Center at a total price
11 of \$25,050.00. The purchase price was determined through a competitive bidding process, of
12 the which the awarded bidder qualified for local vendor preference for one year.

13

Fire Alarm System for North Charleston Recreation Center

Project No. 2021-003

Bid Opening: February 02 , 2021 @ 11:00am

	Nitro Construction	Brewer and Co.
	4300 1st Ave	
	Nitro, WV 25213	
	P: (304) 204-1568	P: (304) 807-3566
	rlayton@nitrocs.com	casey.harbour@brewerfire.com
Fire Alarm System	\$25,050.00	\$28,400.00
Local Vendor Preference (4%)	(\$1,002) \$24,048.00	(\$1,136) \$27,264.00
Successful Bidder	✓	

Resolution No. 430-21

Introduced in Council:

Adopted by Council:

February 16, 2021

Introduced by:

Referred to:

Joseph Jenkins

Finance Committee

1 Resolution No. 430-21 - Authorizing the Mayor or City Manager to submit an application to the
2 FEMA Fire Prevention and Safety Grant Program in the amount of \$37,000 that includes the
3 required 5% cash match and administer any funds awarded. The Charleston Fire Department
4 will use these funds to purchase carbon monoxide and smoke detectors as part of a fire safety
5 community outreach project.

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 Fire
10 Prevention and Safety Grant Program in the amount of \$37,000 that includes the required 5%
11 cash match and administer any funds awarded. The Charleston Fire Department will use these
12 funds to purchase carbon monoxide and smoke detectors as part of a fire safety community
13 outreach project.

14

15