

MINUTES
FINANCE COMMITTEE MEETING
6:30 P.M., FEBRUARY 6, 2023
AV ROOM #308, CITY HALL

Joseph Jenkins, Chairperson, called the meeting of the Charleston City Council Committee on Finance to order at 6:30 p.m., February 6, 2023.

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

Joseph Jenkins, Chair
Brent Burton, Vice Chair
Becky Ceperley
Mary Beth Hoover
Larry Moore
Chad Robinson
Shawn Taylor

Absent:
None

Other Councilmembers present:
Frank Annie
Beth Kerns
Chelsea Steelhammer
Emmett Pepper
Joe Solomon
Bruce King

I. DISCUSSION:

a. Approval of Previous Minutes - Councilmember Burton asked for unanimous consent to dispense with the reading of the minutes for the January 17, 2023 meeting and that they be approved as distributed. There were no objections, and the minutes were approved.

II. RESOLUTIONS:

- a. Resolution No. 759-23 – Authorizing the Mayor or City Manager to submit an application to the WV Division of Homeland Security in the amount of \$90,000 and administer any funds awarded. These funds will be utilized to purchase field force protective equipment for Charleston Police Department Patrol officers.

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 WV Division of Homeland Security in the amount of \$90,000 and administer any funds awarded. These funds will be utilized to purchase field force protective equipment for Charleston Police Department Patrol officers.

Finance Director and Acting City Manager, Andy Wood, added that the grant will be used by the Charleston Police Department Patrol Division for protective equipment.

Councilmember Burton moved to approve the Resolution. With members present recorded thereon as voting unanimously in the majority as affirmative, Chairperson Jenkins declared Resolution No. 759-23 approved.

- b. Resolution No. 760-23 – Authorizing the Mayor or City Manager to submit an application to the WV Division of Homeland Security in the amount of \$24,500 and administer any funds awarded. These funds will be utilized to purchase a hot water dive system and wetsuits for Charleston Police’s Dive Team.

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 WV Division of Homeland Security in the amount of \$24,500 and administer any funds awarded. These funds will be utilized to purchase a hot water dive system and wetsuits for Charleston Police’s Dive Team.

Wood added that the grant funds will be used to purchase dive equipment for the Police Dive Team. In response to Councilmember Jenkins, Chief Hunt added that this equipment will significantly add to the time the team can spend in the water.

Councilmember Burton moved to approve the Resolution. With members present recorded thereon as voting unanimously in the majority as affirmative, Chairperson Jenkins declared Resolution No. 760-23 approved.

- c. Resolution No. 761-23 – Authorizing the Mayor or City Manager to purchase two 2023 Chevrolet Tahoe PPV for the Fire Department from Klick-Lewis, Inc., for a unit cost of \$46,456.00 each and the total amount of \$92,912.00. This is a direct purchase authorized under section 2-486 of the Municipal Code due to supply chain issues in the automotive market and the absence of a state contract for these vehicles. These will replace units 408 and 450 as part of the fleet rotation schedule.

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 Klick-Lewis, Inc. in the amount of \$92,912 for the purchase of two 2023 Chevrolet Tahoe PPV for the Fire Department.

Wood added that Klick-Lewis is located in Pennsylvania due to the local availability of the automotive market. The CPD will be allowed to test the vehicles before putting them into rotation to determine if they would also be a good fit for their department.

Councilmember Burton moved to approve the Resolution. With members present recorded thereon as voting unanimously in the majority as affirmative, Chairperson Jenkins declared Resolution No. 761-23 approved.

- d. Resolution No. 762-23 – Authorizing the Mayor or City Manager to enter into contract with Premier Power and Pyrotechnics in the total amount of \$35,000 for fireworks displays for the City’s 2023 Live on the Levee Concert Series and the 2023 4th of July Celebration.

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 Premier Power and Pyrotechnics in the amount of \$35,000 for fireworks displays for the City’s 2023 Live on the Levee Concert Series and the 2023 4th of July Celebration.

Wood added that the purchase was the result of a competitive bid. The Live on the Levee budget is funded through sponsors, and the 4th of July Celebration is funded through the General Fund.

Councilmember Taylor confirmed with Wood that the company is bonded and insured.

Councilmember Burton moved to approve the Resolution. With members present recorded thereon as voting unanimously in the majority as affirmative, Chairperson Jenkins declared Resolution No. 762-23 approved.

- e. Resolution No. 763-23 – Authorizing the Mayor or City Manager to purchase a Kubota backhoe for the Parks and Recreation Department from State Equipment, Inc., for the total amount of \$58,972.75 pursuant to a competitively sourced multi-state contract. This will replace units 319 and 323 as part of the fleet rotation schedule.

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 State Equipment, Inc. in the amount of \$58,972.75 for the purchase of a Kubota backhoe for the Parks and Recreation Department pursuant to a competitively sourced multi state contract.

Wood added that the competitively sourced multi-state contract is through Sourcewell. It was determined that the two units listed in the resolution could be replaced with one backhoe.

Councilmember Burton moved to approve the Resolution. With members present recorded thereon as voting unanimously in the majority as affirmative, Chairperson Jenkins declared Resolution No. 763-23 approved.

- f. Resolution No. 764-23 – Authorizing the Mayor or City Manager to purchase two 2023 Ford F-250 pickup trucks for the Refuse Department from National Auto Fleet Group, for a unit cost of \$49,661.80 each and the total amount of \$99,232.60 pursuant to a competitively sourced multi-state contract. These will replace units 134 and 135 as part of the fleet rotation schedule.

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 National Auto Fleet Group in the amount of \$99,232.60 for the purchase of two 2023 Ford F-250 pickup trucks for the Refuse Department pursuant to a competitively sourced multi state contract. Resolution No. 725-22, adopted October 3, 2022, is rescinded.

Wood added that the resolution is the second attempt to order these vehicles for the Refuse Department. The previously approved trucks were no longer available after Council approval.

Councilmember Burton moved to approve the Resolution. With members present recorded thereon as voting unanimously in the majority as affirmative, Chairperson Jenkins declared Resolution No. 764-23 approved.

- g. Resolution No. 765-23 – Authorizing the Mayor or City Manager to purchase a Kubota skid steer for the Street Department from State Equipment, Inc., for the total amount of \$75,925.82 pursuant to a competitively sourced multi-state contract. This will replace unit 80 as part of the fleet rotation schedule.

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 State Equipment, Inc. in the amount of \$75,925.82 for the purchase of a Kubota skid steer for the Street Department pursuant to a competitively sourced multi state contract.

Wood added that the unit being replaced will be made available to Parks and Recreation for a needed replacement of one of their vehicles.

Councilmember Burton moved to approve the Resolution. With members present recorded thereon as voting unanimously in the majority as affirmative, Chairperson Jenkins declared Resolution No. 765-23 approved.

- h. Resolution No. 766-23 – Authorizing the Mayor or City Manager to purchase six self-contained breathing apparatus for the Fire Department from Atlantic Emergency Solutions, for a discounted unit cost of \$7,882.02 each and the total amount of \$47,292.12 pursuant to a competitively sourced multi-state contract.

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 Atlantic Emergency Solutions in the amount of \$47,292.12 for the purchase of six self-contained breathing apparatus for the Fire Department pursuant to a competitively sourced multi-state contract.

Wood added that the purchase is part of a scheduled replacement.

Councilmember Burton moved to approve the Resolution. With members present recorded thereon as voting unanimously in the majority as affirmative, Chairperson Jenkins declared Resolution No. 766-23 approved.

- i. Resolution No. 767-23 – Authorizing approval of Amendment No. 5 of the FY 2022-2023 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 Amendment No. 5 of the FY 2022-2023 General Fund Budget as indicated on the attached list of accounts is approved.

Wood added that the budget amendment allocates funds from the Contingency Account from the General Budget to the Street Department for the purchase of road salt. The market prices have increased significantly since the previous budget was set. This will allow the purchase of an additional 1500 tons of salt.

From the audience, Councilmember Pepper commented that there has been a lot less snow this year. Director of Public Works, Brent Webster, added that while they have an adequate amount of salt currently, the problem is that it has been taking so long to be delivered. Additionally, their decisions are usually based more on precipitation than actual snow fall.

Councilmember Robinson confirmed with Webster that the salt was still being stored under the interstate by the MLK Center.

Councilmember Burton moved to approve the Resolution. With members present recorded thereon as voting unanimously in the majority as affirmative, Chairperson Jenkins declared Resolution No. 767-23 approved.

Councilmember Burton motioned to adjourn the meeting.
Meeting adjourned.