

MINUTES
FINANCE COMMITTEE MEETING
6:30 P.M., APRIL 3, 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., March 20, 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
Larry Moore
Chad Robinson (arrived after approval of previous minutes)
Shawn Taylor

Absent:
Mary Beth Hoover

Other Councilmembers present:
Emmett Pepper
Frank Annie
Beth Kerns
Joe Solomon

I. DISCUSSION:

a. Approval of Previous Minutes - Councilmember Burton asked for unanimous consent to dispense with the reading of the minutes for the March 20, 2023 meeting and that they be approved as distributed. There were no objections, and the minutes were approved.

II. RESOLUTIONS:

- a. Resolution No. 784-23 – Authorizing the Mayor or City Manager to purchase a total of two 2023 Ram 1500 Classic Quad Cab Express pickup trucks, one for the Refuse Department and one for the Parks and Recreation Department, from National Auto Fleet Group, for a unit cost of \$41,394.62 each and the total amount of \$82,789.24 pursuant to a competitively sourced multi-state contract. These will replace Refuse unit 138 and Parks and Recreation unit 305 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 \$82,789.24 for the purchase of two 2023 Ram 1500 Classic Quad Cab Express pickup trucks for the Refuse Department and Parks and Recreation Department, pursuant to a competitively sourced multi state contract.

City Manager, Ben Mishoe, added that the resolution is for the replacement of two vehicles that were originally budgeted for in FY 2022, but were not purchased due to lack of availability.

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. 784-23 approved.

- b. Resolution No. 785-23 – Authorizing the Mayor or City Manager to execute a change order with Ozark Materials, LLC in the amount of \$35,060.30 for the renewal of the City’s Traffic Marking Paint purchase, approved in Res. No. 591-22, changing the quantity purchased and unit price from last year’s contract for an average price increase of \$1.6352 per gallon, and where the original contract was determined through a competitive bidding process and included an optional two year renewal.

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

That the Mayor or City Manager is authorized to execute a change order with Ozark Materials, LLC in the amount of \$35,060.30 for renewal of the City’s Traffic Marking Paint contract, where the original purchase was determined through a competitive bidding process.

Mishoe added that the City entered into a contract with Ozark Materials in 2022 for the purchase of traffic marking paint. The contract provided for up to 2 years of renewal. For the renewal there is a price increase of \$1.6352 per gallon. The contract was re-bid, and the response was more than the listed price increase.

Councilmember Taylor asked if there was a price cap or escalation clause. Mishoe replied that was no price cap, but both parties had to approve the renewal.

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. 785-23 approved.

- c. Resolution No. 786-23 – Authorizing the Mayor or City Manager to enter into an Agreement for LED Street Lights with Appalachian Power Company.

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

That the Council for the City of Charleston authorizes the Mayor or City Manager to enter into an Agreement for LED Street Lights with Appalachian Power Company that contains, among others, the following provisions: (1) that Appalachian Power will update all of the approximately 5,900 street lights that it owns within the City of Charleston to LED street lights as part of a project to help Appalachian Power determine the cost to install, operate, and maintain LED streetlighting and to demonstrate the benefits of such LED street lighting; (2) that all of the LED street lights will be installed with full cutoff lights of no more than 4,000 Kelvin to prevent light pollution in the sky; (3) that no installation fees or other assessments beyond the monthly fees will be charged to the City for the upgraded street lights; (4) that the City's monthly fees associated with the approximately 5,900 street lights under the Agreement will be no more than 4.8% more than what the City currently pays for HPS street lights; and (5) that if Appalachian Power's Schedule S.L. rate for LED street lights lowers to within 4.8% of agreed rate or falls below the agreed rate, then the City will pay the Schedule S.L. rate. The City Council's authorization is subject to the final review and approval of the Agreement by the City Attorney.

City Attorney, Kevin Baker, added that the resolution will authorize the City to enter into a contract with AEP that will ultimately replace all of the AEP streetlights with LED lights. Since this is a pilot project, the City is getting a rate different than the tariff rate.

Councilmember Robinson asked if there was a map of the approximately 5,100 lights. A representative from AEP replied that they did not have a map but did have a list of pole numbers with GPS locations and the type of light. This will be for lights owned by AEP that the City of Charleston pays for, which does not include most of the ones on McCorkle Avenue. Councilmember Robinson requested that the City receive a memo of all lighting for McCorkle Avenue from 32nd Street to 58th Street, and if the DOH intends to upgrade those as well.

From the audience, Councilmember Annie asked how long until the rates were established. Baker replied that AEP will use what they have learned from the pilot project to apply for a new tariff rate with the PSC, and that will most likely be the new rate for the City.

From the audience, Councilmember Pepper added that when something similar happened in Morgantown, it was discovered that there were streetlights they were paying for that didn't exist, and asked if that would be something they would be able to tell with this project. A representative from AEP replied that they will be installing smart lighting sensors that will be more accurately mapped and allow them to know exactly which lights need servicing. Their current inventory is tracked via spreadsheet, but they were confident that it was fairly accurate.

Councilmember Jenkins asked how long until the project was finished. A representative from AEP replied that they were not able to give an accurate timeline at this moment due to potential supply chain delays, etc. Once begun, it will probably take a few months.

Councilmember Moore asked if they intended to replace the lights by blocks. Matt Hartline, Traffic Engineering Director, replied that he has broken the City into four quadrants.

Councilmember Jenkins added that is was great the City is doing this.

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. 786-23 approved.

- d. Resolution No. 787-23 – Authorizing the Mayor or City Manager to enter into a contract with Ed’s Home and Commercial Improvement in the amount of \$44,800.00 to replace the EPDM roof system of the Little Theater at the Charleston Coliseum and Convention Center, where the contract price was determined following a competitive bidding process.

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 Ed’s Home and Commercial Improvement in the amount of \$44,800.00 to replace the EPDM roof system of the Little Theater at the Charleston Coliseum and Convention Center.

Mishoe added that the City received two bids.

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. 787-23 approved.

III. Miscellaneous

Councilmember Robinson added that he is on the Charleston Coliseum and Convention Center Board and has spoken with the Mayor about the retractable lower-bowl seating in the Coliseum. Andrew, from the Convention Center, added that they were put in many decades ago, and that system (and replacement parts) is no longer made. They do have the system evaluated every year. The system will likely need completely replaced in three years, maybe sooner.

Councilmember Burton motioned to adjourn the meeting.
Meeting adjourned.