

MINUTES
FINANCE COMMITTEE MEETING
6:30 P.M., OCTOBER 2, 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., October 2, 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 (arrived at 6:35)
Becky Ceperley
Mary Beth Hoover
Larry Moore
Chad Robinson
Shawn Taylor

Absent:

Other Councilmembers present:

Emmett Pepper
Pat Jones
Jeanine Faegre
Jennifer Pharr
Bruce King

I. DISCUSSION:

a. Approval of Previous Minutes - Councilmember Taylor asked for unanimous consent to dispense with the reading of the minutes for the September 18, 2023 meeting and that they be approved as distributed. There were no objections, and the minutes were approved.

II. RESOLUTIONS:

- a. Resolution No. 886-23 – Authorizing the Mayor or City Manager to purchase playground equipment and installation for Parks and Recreation from Miracle Recreation Equipment Company in the amount of \$83,911.00 pursuant to a competitively sourced multi-state contract. The purchase is part of the revitalization of Riverview Park located on Wertz Avenue.

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

That the Mayor or City Manager is authorized to purchase playground equipment and installation for Parks and Recreation from Miracle Recreation Equipment Company in the amount of \$83,911.00 pursuant to a competitively sourced multi-state contract.

City Manager, Ben Mishoe, added that the purchase is for playground equipment as well as installation. This purchase is just one part of the project.

Councilmember Taylor added that while the cost seems high, he knows from recent experience that the cost is standard for current prices.

Councilmember Jenkins confirmed that the location is where the old school was torn down.

Councilmember Taylor moved to approve the Resolution. With members present recorded thereon as voting unanimously in the majority as affirmative, Chairperson Jenkins declared Resolution No. 886-23 approved.

- b. Resolution No. 887-23 – Authorizing the Mayor or City Manager to purchase a 32x32 feet Magnattach dance floor from MityLite, Inc. for the Charleston Coliseum and Convention Center for the amount of \$62,987.86. This is a direct purchase authorization due to the manufacturer being a sole-source provider of the patented technology associated with the assembly and safety of the product.

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

That the Mayor or City Manager is authorized to purchase a 32x32 feet Magnattach dance floor from MityLite, Inc. for the Charleston Coliseum and Convention Center for the amount of \$62,987.86.

Mishoe added that the proposed dance floors can be installed and removed very quickly. The Coliseum and Convention Center Board has approved the purchase.

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. 887-23 approved.

- c. Resolution No. 888-23 – Authorizing the Mayor or City Manager to purchase exterior lighting equipment from Graybar Electric, Inc. for the Charleston Coliseum and Convention Center in the amount of \$56,057.00, where the price was determined through a competitive bid process and this being a partial award of the sole bid received.

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

That the Mayor or City Manager is authorized to purchase exterior lighting equipment from Graybar Electric, Inc. for the Charleston Coliseum and Convention Center in the amount of \$56,057.00.

Mishoe added that the resolution is to repair and replace the exterior LED lights that surround the Convention Center.

Councilmember Jenkins asked if there was any kind of warranty for the lights. Patrick Leahy added that they are out of warranty. Much like Christmas lights, when one box goes out, all of the others after it in the chain go out as well. The new lights will not do this. The Convention Center staff will replace the lights.

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. 888-23 approved.

- d. Resolution No. 889-23 – Authorizing the Mayor or City Manager to enter into a contract with InterVision Systems, LLC, in the amount of \$ 86,692.24, to upgrade the City’s Email Security Gateway. The total contract amount represents a one-time charge of \$7,086.74 for the software upgrade and data integration and \$79,605.50 for yearly software maintenance fees. This purchase was determined through 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 InterVision Systems, LLC, in the amount of \$ 86,692.24, to upgrade the City’s Email Security Gateway. The total contract amount represents a one-time charge of \$7,086.74 for the software upgrade and data integration and \$79,605.50 for yearly software maintenance fees. This purchase was determined through a competitive bidding process.

Mishoe added that the City is currently using an on-site system for email security. The proposed contract would be an improvement in that it is more secure and less susceptible to failure. The purchase includes the initial installation, maintenance for the first year, etc.

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. 889-23 Committee Substitute approved.

- e. Resolution No. 890-23 – Authorizing the Mayor or City Manager to purchase fencing for Riverview Park located on 160 Wertz Avenue for Parks and Recreation from JH Tomblin in the amount \$54,000 pursuant to a competitively bid process. The purchase is part of the revitalization of Riverview Park located on Wertz Avenue.

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

That the Mayor or City Manager is authorized purchase fencing for Riverview Park located on 160 Wertz Avenue for Parks and Recreation from JH Tomblin in the amount \$54,000.

Mishoe added that the purchase is for fencing for the Riverview Park.

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. 890-23 approved.

- f. Resolution No. 891-23 – Authorizing the Mayor or City Manager to purchase lights, light bars and accessories for vehicles for the Charleston Police Department from Rocky Fork Enterprizes, LLC in the amount of \$122,326.20 pursuant to a competitive bid process.

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

That the Mayor or City Manager is authorized to purchase lights, light bars and accessories for vehicles for the Charleston Police Department from Rocky Fork Enterprizes, LLC in the amount of \$122,326.20.

Mishoe added that the items were not available through the frequently used state-wide contract. The low bidder has been awarded the contract.

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. 891-23 approved.

- g. Resolution No. 892-23 – Authorizing the Mayor or City Manager to enter into a contract with Rocky Fork Enterprizes, LLC in the amount of \$64,800.00 to install emergency lighting, radios, and other equipment in twenty-seven (27) new fleet Interceptors for the Charleston Police Department pursuant to a competitively sourced State of West Virginia 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 Rocky Fork Enterprizes, LLC in the amount of \$64,800.00 to install emergency lighting, radios, and other equipment in twenty-seven (27) new fleet Interceptors for the Charleston Police Department.

Mishoe added that this should be the last purchase to fully outfit the 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. 892-23 approved.

Councilmember Burton motioned to adjourn the meeting.
Meeting adjourned.