

MINUTES
FINANCE COMMITTEE MEETING
6:30 P.M., FEBRUARY 5, 2024
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 5, 2024.

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
Mary Beth Hoover
Larry Moore
Chad Robinson
Shawn Taylor

Absent:
Becky Ceperley

Other Councilmembers present:
Beth Kerns

I. DISCUSSION:

a. Approval of Previous Minutes - Councilmember Burton asked for unanimous consent to dispense with the reading of the minutes for the January 16, 2024 meeting and that they be approved as distributed. There were no objections, and the minutes were approved.

II. RESOLUTIONS:

- a. Resolution No. 924-24 – Authorizing the Mayor or City Manager to submit an application to the Regional Intergovernmental Council's Surface Transportation Block Grant Program with a total project cost in the amount of \$2,500,000. The program requires an 80/20 match with \$500,000 coming from the City's American Rescue Plan proceeds. The grant will be used for sidewalk improvements in the downtown central business district.

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

The Mayor or City Manager is authorized to submit an application to the Regional Intergovernmental Council's Surface Transportation Block Grant Program with a total project cost in the amount of \$2,500,000. The program requires an 80/20 match with \$500,000 coming from the City's American Rescue Plan proceeds. The grant will be used for sidewalk improvements in the downtown central business district.

City Manager, Ben Mishoe, added that the grant is requesting \$2 million, and \$500,000 will be the required match. If awarded, the funds will be used for sidewalk improvements, primarily in the Downtown Business area.

Councilmember Hoover added that the Planning, Streets and Traffic Committee has approved this.

Councilmember Burton moved to approve the Resolution. With members present recorded thereon as voting in the majority as affirmative, Chairperson Jenkins declared Resolution No. 924-24 approved.

- b. Resolution No. 925-24 – Authorizing the Mayor or City Manager to enter into an agreement with Ozark Materials, LLC in the amount of \$33,785.40 for the City's Traffic Marking Paint, where the 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 an agreement with Ozark Materials, LLC in the amount of \$33,785.40 for the City's Traffic Marking Paint, where the purchase was determined through a competitive bidding process.

Mishoe added that the resolution is for an annual purchase of traffic marking paint that was sourced through a competitive bid.

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. 925-24 approved.

- c. Resolution No. 926-24 – Authorizing the General Manager of the Charleston Coliseum & Convention Center to enter into a contract with MTN Shop in the amount of \$ 38,977.47 for the purchase of curtain motors, where the purchase price was determined through a competitive bidding process.

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

That the General Manager of the Charleston Coliseum & Convention Center is authorized to enter into a contract with MTN Shop in the amount of \$ 38,977.47 for the purchase of curtain motors, where the purchase price was determined through a competitive bidding process.

Mishoe added that the vendor was selected through a competitive bidding process.

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. 926-24 approved.

- d. Resolution No. 927-24 – Authorizing the Mayor or City Manager to enter into a lease agreement with Waste Management of West Virginia, Inc. for approximately 30.5 acres and associated access and utility easements of Kanawha County parcel identification number 19 9000100010000 adjacent to the City Landfill, to be used by Waste Management for the construction and operation of a waste storage facility for transfer of both waste and recyclables and all ancillary use thereto.

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

The Mayor or City Manager is authorized to enter into a lease agreement with Waste Management of West Virginia, Inc. for approximately 30.5 acres and associated access and utility easements of Kanawha County parcel identification number 19 9000100010000 adjacent to the City Landfill, to be used by Waste Management for the construction and operation of a waste storage facility for transfer of both waste and recyclables and all ancillary use thereto.

Mishoe added that the lease will benefit the City.

City Attorney, Kevin Baker, added that the landfill is reaching its maximum capacity. A transfer station will be placed directly behind the landfill. This will ensure that the current routes will not be impacted or changed. The transfer station will also include recycling, which eliminates the need for the City to drive its recycling to Raleigh County. The lease is \$5,000/month that will increase annually. Any change to the rate will have to be approved by City Council.

Councilmember Taylor confirmed with Baker that the consumer will not notice any change in service.

Councilmember Jenkins asked if there had been any sort of study with the increase in cost. Baker replied that the tipping fee will increase as it is not changed since the mid-1990s.

From the audience, Councilmember Kerns confirmed that there will also be savings associated with no longer needing to drive to Raleigh County on a regular basis.

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. 927-24 approved.

- e. Resolution No. 928-24 – Authorizing the Mayor or City Manager to enter into a contract with Mountwest Community and Technical College in the amount of \$90,000 to provide four semesters of paramedic training courses for 15 members of the Charleston Fire Department.

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 Mountwest Community and Technical College in the amount of \$90,000 to provide four semesters of paramedic training courses for 15 members of the Charleston Fire Department.

Mishoe added that the City has had a good relationship with Mountwest Community and Technical College.

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. 928-24 approved.

- f. Resolution No. 929-24 – Authorizing the Mayor or City Manager to grant American Rescue Plan Act (“ARPA”) funds to the Charleston Area Alliance in the total amount of \$1,250,000 and to execute appropriate agreements establishing the terms and conditions imposed upon the recipient, including ongoing duties for reporting on expenditure and programmatic activities and binding covenants to spend funds in accordance with the purposes of the Charleston LIFT Center.

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

That the Mayor or City Manager to grant American Rescue Plan Act (“ARPA”) funds to the Charleston Area Alliance in the total amount of \$1,250,000 and to execute appropriate agreements establishing the terms and conditions imposed upon the recipient, including ongoing duties for reporting on expenditure and programmatic activities and binding covenants to spend funds in accordance with the purposes of the Charleston LIFT Center.

Mishoe added that the resolution will ensure that the proper monitoring for the ARPA funds is being followed.

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. 929-24 approved.

Councilmember Burton motioned to adjourn the meeting.
Meeting adjourned.