

MINUTES  
FINANCE COMMITTEE MEETING  
6:30 P.M., APRIL 1, 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., April 1, 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  
Becky Ceperley  
Mary Beth Hoover  
Larry Moore  
Chad Robinson  
Shawn Taylor

Absent:

Other Councilmembers present:

Frank Annie  
Beth Kerns  
John Gianola  
Emmett Pepper  
Chelsea Steelhammer  
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 March 18, 2024 meeting and that they be approved as distributed. There were no objections, and the minutes were approved.

II. RESOLUTIONS:

- a. Resolution No. 944-24 – Authorizing the Mayor or City Manager to purchase three new 2025 International AV607 SBA dump trucks for Street Department from National Auto Fleet Group for the total amount of \$563,772.00 pursuant to a competitively sourced multi-state contract. These were approved in fiscal year 2024 budget and will replace Street Department dump trucks 43, 45 and 47.

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

That the Mayor or City Manager to purchase three new 2025 International AV607 SBA dump trucks for Street Department from National Auto Fleet Group for the total amount of \$563,772.00 pursuant to a competitively sourced multi-state contract.

City Manager, Ben Mishoe, added that the purchase was included in the budget. The delivery time is expected to be early fall.

Councilmember Burton moved to approve the Resolution. With members present recorded thereon as voting in the majority as affirmative, Chairperson Jenkins declared Resolution No. 944-24 approved.

- b. Resolution No. 945-24 – Authorizing the Mayor or City Manager to purchase a new woodchipper for Spring Hill Cemetery from Vermeer of Heartland, for the amount of \$50,793,57 pursuant to a competitively sourced multi-state contract and was approved in the fiscal year 2024 budget.

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

That the Mayor or City Manager to purchase a new woodchipper for Spring Hill Cemetery from Vermeer of Heartland, for the amount of \$50,793,57 pursuant to a competitively sourced multi-state contract.

Mishoe added that the resolution is to replace a faulty woodchipper. The purchase was included in the budget.

Councilmember Taylor mentioned that he served on the Spring Hill Cemetery Board.

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. 945-24 approved.

- c. Resolution No. 946-24 – Authorizing the Mayor or City Manager to enter into a one-year contract with Bob’s Dump Truck Service, with the option of up to two additional years, in the amount of \$3.48 per square foot for demolition services, where the price was determined as the result of 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 one-year contract with Bob’s Dump Truck Service, with the option of up to two additional years, in the amount of \$3.48 per square foot for demolition services, where the price was determined as the result of a competitive bidding process.

Mishoe added that the lowest bid was chosen for a one-year contract with the option for two more years.

Councilmember Jenkins added that the demolition of abandoned homes is an important City program.

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. 946-24 approved.

- d. Resolution No. 947-24 – Authorizing the Mayor or City Manager to enter into a one-year contract with Pinnacle Consultants, LLC, with the option of up to two additional years, to perform asbestos inspection and testing services at the pricing set forth in Exhibit A, where the prices were the result of 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 enter into a one-year contract with Pinnacle Consultants, LLC, with the option of up to two additional years, to perform asbestos inspection and testing services at the pricing set forth in Exhibit A, where the prices were the result of a competitive bid process.

Mishoe added that the low bidder was chosen for asbestos testing for a one-year contract with an optional two additional years.

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. 947-24 approved.

- e. Resolution No. 948-24 – Authorizing the Mayor or City Manager to enter into a one-year contract with Astar Abatement, Inc., with the option of up to two additional years, in the amount of \$2.44 per square foot for asbestos removal where the price was determined as the result of 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 one-year contract with Astar Abatement, Inc., with the option of up to two additional years, in the amount of \$2.44 per square foot for asbestos removal where the price was determined as the result of a competitive bidding process.

Mishoe added that the low bidder was chosen for asbestos removal and abatement for a one-year contract with an optional two additional years.

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. 948-24 approved.

- f. Resolution No. 949-24 – Authorizing the Mayor or City Manager to enter into a contract with V.M.B Buildings and Grounds, LLC in the amount of \$280,000.00 for mowing and grounds maintenance within a 100-acre area of the Spring Hill Cemetery Park, where the contract requires the vendor to perform bi-weekly mowing from April 15, 2024, to October 31, 2024, and to perform leaf collection from November 1, 2024, to December 15, 2024. The contract price 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 V.M.B Buildings and Grounds, LLC in the amount of \$280,000.00 for mowing and grounds maintenance within a 100-acre area of the Spring Hill Cemetery Park, where the contract requires the vendor to perform bi-weekly mowing from April 15, 2024, to October 31, 2024, and to perform leaf collection from November 1, 2024, to December 15, 2024. The contract price was determined through a competitive bidding process.

Mishoe added that the low bidder was chosen for a one-year contract with an option for an additional one year 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. 949-24 approved.

- g. Resolution No. 950-24 – Authorizing the Mayor or City Manager to enter into a contract with McClanahan Construction Company, LLC, in the amount of \$990,000 to perform concrete street repair construction services, where the contract price was determined pursuant to 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 contract with McClanahan Construction Company, LLC, in the amount of \$990,000 to perform concrete street repair construction services, where the contract price was determined pursuant to a competitive bidding process.

Mishoe added that the resolution is for an annual contract for concrete street repair.

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. 950-24 approved.

- h. Resolution No. 951-24 – Authorizing the Mayor or City Manager to enter into a contract with WQ Watters for cleaning and painting services of the Haddad Riverfront Park Canopy in the amount of \$84,354.00 where the price was determined pursuant to 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 WQ Watters for cleaning and painting services of the Haddad Riverfront Park Canopy in the amount of \$84,354.00 where the price was determined pursuant to a competitive bidding process.

Mishoe added that a previous inspection and reported recommended some light maintenance that included cleaning and painting the canopy. The work is expected to be completed before the Levy season starts.

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. 951-24 approved.

Councilmember Burton motioned to adjourn the meeting.  
Meeting adjourned.