

MINUTES
FINANCE COMMITTEE MEETING
6:30 P.M., JUNE 3, 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., June 3, 2024.

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

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

Absent:
Brent Burton, Vice Chair

Other Councilmembers present:

Frank Annie
Shannon Snodgrass
Beth Kerns
Joe Solomon
Chelsea Steelhammer
Bruce King
Jeanine Faegre
Emmett Pepper

I. DISCUSSION:

a. Approval of Previous Minutes - Councilmember Taylor asked for unanimous* consent to dispense with the reading of the minutes for the May 20, 2024 meeting and that they be approved as distributed. There were no objections, and the minutes were approved.

*Ceperley was absent for vote

II. RESOLUTIONS:

- a. Resolution No. 973-24 – Authorizing the Mayor or City Manager to purchase a total of nine Jeep Grand Cherokees from Stephens Auto Group, for Fleet Services, at a total cost of \$363,060 or \$40,340 per vehicle 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 a total of nine Jeep Grand Cherokees from Stephens Auto Group, for Fleet Services, at a total cost of \$363,060 or \$40,340 per vehicle pursuant to a competitive bid process.

City Manager Ben Mishoe added that purchase is part of a scheduled replacement. The vehicles for the CARE Office will be purchased with grant money.

Councilmember Taylor moved to approve the Resolution. With members present recorded thereon as voting in the majority as affirmative, Chairperson Jenkins declared Resolution No. 973-24 approved.

- b. Resolution No. 974-24 – Authorizing the Mayor or City Manager to enter into a Microsoft Enterprise Agreement with Crayon Software Experts LLC in the amount of \$118,051.87 per year to provide various Microsoft software licenses necessary for the ongoing business of the City, where the amount will remain fixed for the next three years, and where the vendor and purchase price were determined through a competitively-sourced statewide 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 Microsoft Enterprise Agreement with Crayon Software Experts LLC in the amount of \$118,051.87 per year to provide various Microsoft software licenses necessary for the ongoing business of the City, where the amount will remain fixed for the next three years, and where the vendor and purchase price were determined through a competitively-sourced statewide contract.

Mishoe added that resolution will extend the expiring contract for another three years. It includes all of the licensing for every City computer, including email. Microsoft 365, etc.

Councilmember Taylor moved to approve the Resolution. With members present recorded thereon as voting in the majority as affirmative, Chairperson Jenkins declared Resolution No. 974-24 approved.

III. BILLS:

- a. Bill No. 8033 – A Bill closing, abandoning, and discontinuing as a public right of way a 10-foot strip of land across lot 6 of the Woodrum Addition that is used as a public walkway, which is located on Tax Map 13, parcel 119.2, Charleston West District, Kanawha County, West Virginia.

BE IT ORDAINED BY THE CITY COUNCIL OF CHARLESTON, WEST VIRGINIA

A parcel of land being a 10-foot-wide right-of-way, as shown on map entitled “Exchange of Lands Between The City of Charleston and Gay Marie Watson” dated July 1986, as recorded in Deed Book 2135 at page 275 of the Kanawha County Public Registry, situate in the municipality of the City of Charleston, South Annex District, Kanawha County, West Virginia, and attached hereto as Exhibit A. The right of way is more particularly described as follows:

BEGINNING in the southerly right-of-way line of Lower Chester Road; thence leaving said southerly right-of-way line of Lower Cheater Road and running in a direction towards Washington Street, West S 06°11’59.9” E 12.04 feet to a point; thence S 05°26’31.08” W 78.265 feet to a point; thence S 80°27’2.3 W 46.604 feet to a point; thence N 87°10’20” W 71.46 feet to a point; thence N 82°15’ W 16 feet to a point; and being the center line of a 10 foot strip of land across lot 6 of the Woodrum Addition, and having an area of approximately 2247 square feet.

2. The Mayor of the City of Charleston be, and is hereby authorized and directed to execute, acknowledge and deliver a proper deed conveying from the City of Charleston, a West Virginia public body, to Jerry Lacy Jr, all rights, title and interest in and to said real property as described in Section 1 above, for the consideration One Hundred Dollars and no cents (\$100.00).

3. All prior ordinances, or parts of ordinances, inconsistent with this ordinance are hereby repealed to the extent of such inconsistency.

Mishoe added that the property owner requested that the decaying staircase be reviewed. The Municipal Planning Commission held a public hearing. There were several comments in favor, and none opposed.

Councilmember Ceperley added that she had received several emails that day opposed to closing the sidewalk.

From the audience, Councilmember Faegre added that the stairs are very dangerous, and are a liability to the City.

Councilmember Taylor added that he received the same three emails in opposition as Ceperley. He agreed that the steps were in substantial disrepair. He expressed concern that the steps ended directly on Washington Street West.

Councilmember Robinson added that the City did not need to be maintaining these steps.

Councilmember Jenkins asked what maintenance had the City done on the steps. Planning Director Dan Vriendt replied that the City had done some extensive repairs some time ago. That would need to happen again if the stairs were to remain open. City staff do try to weed eat around the stairs, but other properties take precedence over their limited availability.

Councilmember Taylor moved to approve the Bill. With members present recorded thereon as voting unanimously in the majority as affirmative, Chairperson Jenkins declared Bill No. 8033 approved.

- b. Bill No. 8034 – A Bill closing, abandoning, and discontinuing as a public right-of-way a 10 ft alley across block 12 of the JB Walker Addition, adjacent to Tax Map 25 Parcels 366, 367, 368, 375, 376, 377 Charleston West District, Kanawha County, West Virginia.

BE IT ORDAINED BY THE CITY COUNCIL OF CHARLESTON, WEST VIRGINIA

1. The public right-of-way located between Lots 20, 19 and 18, Block 12, and along Lots 10, 9, 8, and 7 situate in Charleston West District, Kanawha County, West Virginia, as show on the map entitled "PLAT SHOWING A PROPOSED ABANDONEMENT OF PART OF A 10' ALLEY IN BLOCK 12, J.B. WALKER ADDITION TO WEST CHARLESTON IN THE CITY OF CHARLESTON KANAWHA COUNTY, WEST VIRGINIA PREPARED FOR RANDOLPH STREET BAPTIST CHURCH SCALE: 1"= 30' MARCH 2, 2024," prepared by William R. Gunnoe, dated March 2, 2024, and attached hereto as Exhibit A. The alley is more particularly described as follows:

BEGINNING at a point at the intersection of two ten foot wide alleys at the easternmost corner of Lot 20, Block 12 of the J.B. Walker Addition to West Charleston as presently owned by Fleming Commercial Properties, LLC in Deed Book 2816, Page 445, thence N35-00 W 120.00 feet, running with the said alley and Lots 20, 19 and 18 of Block 12 to a point at the common corner of Lots 17 and 18 of said Block 12; thence N55-00E 10.00 feet, leaving the said Lots 17 and 18 and crossing the said 10 foot alley to a point at the corner of Lots 10 and 9 of said Block 12 as owned by Fundamental Baptist Church in Deed Book 266, Page 87; thence S35-00E 120.00 feet, leaving the said Lot 10 and running with the said alley along Lots 9, 8 and 7 to a point at the intersection of the aforementioned two 10 foot alleys, also a corner of property owned by Randolph Street Baptist Church in Deed Book 979, Page 399 and Deed Book 1143, Page 39; thence S55-00W 10.00 feet, leaving the said Lot 7 and running across the said alley to the point of beginning, containing in all approximately 1,200 square feet.

2. The City of Charleston hereby reserves a sanitary and storm sewer easement for the full width and length of the above-described right of way for the purpose of construction, maintenance, repair and removal of sanitary and storm sewer lines. No person shall construct improvements or take any other actions which would interfere with this easement, or alter the present surface profile or contour of the subject right of way by more than one (1) foot without written permission of the City Engineer and the Charleston Sanitary Board.

3. The Mayor of the City of Charleston be, and is hereby authorized and directed to execute, acknowledge and deliver a proper deed conveying to Randolph Street Baptist Church and their successors, all rights, title and interest in and to said real property as described above for the consideration of Three Thousand Six Hundred Dollars and no cents (\$3,600.00).

Mishoe added that the bill will deed over a small portion of an alleyway to the church. The City has done this several times for similar properties.

From the audience, Councilmember Faegre added that there was community support for the bill. Mishoe added that the bill also received a public hearing through the Municipal Planning Commission.

Councilmember Taylor moved to approve the Bill. With members present recorded thereon as voting unanimously in the majority as affirmative, Chairperson Jenkins declared Bill No. 8034 approved.

Councilmember Taylor motioned to adjourn the meeting.
Meeting adjourned.