

MINUTES
FINANCE COMMITTEE MEETING
6:30 P.M., JULY 15, 2024
AV ROOM #308, CITY HALL

Joseph Jenkins, Chair, called the meeting of the Charleston City Council Committee on Finance to order at 6:30 p.m., June 15, 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:

Emmett Pepper
Bruce King
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 July 1, 2024 meeting and that they be approved as distributed. There were no objections, and the minutes were approved.

II. RESOLUTIONS:

- a. Resolution No. 990-24 – Authorizing the Mayor or City Manager to purchase an annual renewal of the Charleston Police Department’s record management software from Trittech Software Systems for \$80,370.73.

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

That the Mayor or City Manager is hereby authorized to purchase an annual renewal of the Charleston Police Department’s record management software from Trittech Software Systems for \$80,370.73.

City Manager Ben Mishoe added that the resolution is for the annual renewal of software for CPD Records.

Councilmember Jenkins confirmed with Police Chief Dempsey that they are satisfied with the software.

Councilmember Burton moved to approve the Resolution. With members present recorded thereon as voting unanimously in the affirmative, Chairperson Jenkins declared Resolution No. 990-24 approved.

- b. Resolution No. 991-24 – Authorizing the Mayor or City Manager to purchase two model year 2024 Ford F-550 trucks from Stephens Auto Group, for the Charleston Street Department, at a total cost of \$194,886.00 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 two model year 2024 Ford F-550 trucks from Stephens Auto Group, for the Charleston Street Department, at a total of \$194,886.00 pursuant to a competitive bid process.

Mishoe added that they received four competitive bids.

Councilmember Burton moved to approve the Resolution. With members present recorded thereon as voting unanimously in the affirmative, Chairperson Jenkins declared Resolution No. 991-24 approved.

- c. Resolution No. 992-24 – Authorizing the Mayor or City Manager to purchase one model year 2024 Ford F-250 utility bed crew cab truck from Midstate Automotive, for the Charleston General Services Department at a total cost of \$69,855.00 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 one model year 2024 Ford F-250 utility bed crew cab truck from Midstate Automotive, for the Charleston General Services at a total of \$69,855.00 pursuant to a competitive bid process.

Mishoe added that they received three competitive bids to replace a very old van used by General Services.

Councilmember Burton moved to approve the Resolution. With members present recorded thereon as voting unanimously in the affirmative, Chairperson Jenkins declared Resolution No. 992-24 approved.

- d. Resolution No. 993-24 – Authorizing the Mayor or City Manager to enter into a contract with McClanahan Construction Company, LLC, in an amount not to exceed of \$1,042,000.00 for the 2024 Concrete Sidewalk & Accessible Ramp repairs where 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 McClanahan Construction Company, LLC, in an amount not to exceed of \$1,042,000.00 for the 2024 Concrete Sidewalk & Accessible Ramp repairs where the contract price was determined through a competitive bidding process.

Mishoe added that they received three competitive bids for the annual sidewalk and accessible ramp repairs. The vendor has been the low bidder for the past few years.

Councilmember Taylor confirmed with City Engineer Chris Knox that they were satisfied with the company's work.

Councilmember Burton moved to approve the resolution. With members present recorded thereon as voting unanimously in the affirmative, Chairperson Jenkins declared Resolution No. 993-24 approved.

- e. Resolution No. 994-24 – Authorizing approval of Amendment No. 1 of the FY 2024-2025 General Fund Budget as indicated on the attached list of accounts.

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

That Amendment No. 1 of the FY 2024-2025 General Fund Budget as indicated on the attached list of accounts is approved.

Finance Director Andy Wood added that the budget amendment will rollover certain balances. This would apply, for example, to equipment purchases that were approved during the previous fiscal year, but were not ready to be purchased for various reasons. It also recognizes the paving budget for streets and sidewalks.

Councilmember Burton moved to approve the resolution. With members present recorded thereon as voting unanimously in the affirmative, Chairperson Jenkins declared Resolution No. 994-24 approved.

Councilmember Burton motioned to adjourn the meeting.
Meeting adjourned.