

MINUTES
FINANCE COMMITTEE MEETING
6:30 P.M., SEPTEMBER 3, 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., September 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
Bruce King
Chelsea Steelhammer
Emmett Pepper
Joe Solomon

I. DISCUSSION:

a. Approval of Previous Minutes - Councilmember Taylor asked for unanimous consent to dispense with the reading of the minutes for the August 19, 2024 meeting and that they be approved as distributed. There were no objections, and the minutes were approved.

II. RESOLUTIONS:

- a. Resolution No. 24-006 – Authorizing settlement of a pending claim against the City by Angela Ryerson related to a July 28, 2023 incident where a City driven vehicle collided with the claimant’s vehicle and the City driven vehicle was found to be at fault, as contained in Claim #021905, as recommended by the City Solicitor.

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

That the City Council hereby authorizes and approves the settlement of a pending claim against the City by Angela Ryerson, as contained in Claim #021905, in the amount of \$55,000.00, as recommended by the City Solicitor. The City Council authorizes the City Solicitor and City Manager to take all necessary steps to finalize resolution of the claim.

City Attorney Kevin Baker added that a fire truck crashed into another car where Virginia intersects with Dickenson Street. The Police Department determined that the City was at fault. The claimant sustained about \$29,000 in medical bills, and the amount of \$55,000 was settled pre-suit.

Councilmember Taylor added that it was a good result.

Councilmember Ceperley appreciated that the Police were not biased in their decision.

Councilmember Taylor moved to approve the Resolution. With members present recorded thereon as voting unanimously in the affirmative, Chairperson Jenkins declared Resolution No. 24-006 approved.

- b. Resolution No. 24-007 – Authorizing the Mayor or City Manager to renew a twenty-year lease agreement with the Federal Aviation Administration (“FAA”) for a small circle of land on the southeasterly side of Spring Hill Cemetery for the continued placement of a FAA tower.

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

That the Mayor or City Manager is hereby authorized to renew a twenty-year lease agreement with the Federal Aviation Administration (“FAA”) for a small circle of land on the southeasterly side of Spring Hill Cemetery.

City Manager Ben Mishoe added that the resolution would authorize the City to enter into another 20-year lease with the Federal Aviation Administration for their tower.

Councilmember Taylor moved to approve the Resolution. With members present recorded thereon as voting unanimously in the affirmative, Chairperson Jenkins declared Resolution No. 24-007 approved.

- c. Resolution No. 24-008 - Authorizing the Mayor or City Manager to enter into a contract with THP Limited, Inc. in the amount of \$152,500.00 for the development, design, construction document preparation, bidding, and construction oversight for various repairs at the City's six municipally owned parking garages, where THP Limited, Inc. was previously selected through a competitive procurement process.

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

That the Mayor or City Manager is hereby authorized to enter into a contract with THP Limited, Inc. in the amount of \$152,500.00 for the development, design, construction document preparation, bidding, and construction oversight for various repairs at the City's six municipally owned parking garages.

Mishoe added that the resolution is for the development, design, construction document preparation, bidding, and construction oversight for various repairs at the City's six municipally owned parking garages.

Councilmember Taylor asked why the budget for garages #3 and #4 were higher than the others. Mishoe replied that both buildings needed the staircases repaired.

Anthony Mette, representing THP Limited added that the 5-year plan was laid out so that projects will be done in one or two garages at a time for efficiency.

Councilmember Taylor moved to approve the Resolution. With members present recorded thereon as voting unanimously in the affirmative, Chairperson Jenkins declared Resolution No. 24-008 approved.

- d. Resolution No. 24-009 - Authorizing the Mayor or City Manager to purchase two new Elgin Pelican three-wheel street sweepers from West Virginia Tractor Company in the amount of \$287,403.65 each, totaling \$574,807.30 for both, to replace street sweepers numbered 83 and 86 as part of the regular inventory schedule and as approved in FY24-25 budget, and where the price was determined through a competitively secured Sourcewell contract.

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

That the Mayor or City Manager is hereby authorized to purchase two new Elgin Pelican three-wheel street sweepers from West Virginia Tractor Company in the amount of \$287,403.65 each, totaling \$574,807.30 for both, to replace street sweepers numbered 83 and 86 as part of the regular inventory schedule and as approved in FY24-25 budget.

Mishoe added that the purchase will be to replace two street sweepers as part of the regular replacement schedule.

Councilmember Taylor confirmed with Department Head Bill Tate that the department has four sweepers total, which is enough to service the City.

Councilmember Taylor moved to approve the Resolution. With members present recorded thereon as voting unanimously in the affirmative, Chairperson Jenkins declared Resolution No. 24-009 approved.

- e. Resolution No. 24-011 - Authorizing the Mayor or City Manager to enter into a three-year contract with Segra to provide phone services and equipment for all City departments and locations at a monthly amount not to exceed \$6,500.00, with the expected amount being \$6,088.86, where the price was determined pursuant to a competitively sourced contract with the State of West Virginia, and where the rates will be locked for the three-year term of the agreement.

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

That the Mayor or City Manager is hereby authorized to enter into a three-year contract with Segra to provide phone services and equipment for all City departments and locations at a monthly amount not to exceed \$6,500.00, with the expected amount being \$6,088.86, where the price was determined pursuant to a competitively sourced contract with the State of West Virginia, and where the rates will be locked for the three-year term of the agreement.

Mishoe added that the resolution is for a 3-year contract to lease phone equipment and IP service to replace phones, etc. throughout City offices.

Councilmember Taylor moved to approve the Resolution. With members present recorded thereon as voting unanimously in the affirmative, Chairperson Jenkins declared Resolution No. 24-011 approved.

- f. Resolution No. 24-012 - Authorizing the Mayor or City Manager to purchase emergency lights, light bars and accessories for the Charleston Police Ford Fleet from Rocky Fork Enterprizes, LLC for the Charleston Police Department at a total of \$115,362.00 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 emergency lights, light bars and accessories for the Charleston Police Ford Fleet from Rocky Fork Enterprizes, LLC for the Charleston Police Department at a total of \$115,362.00 pursuant to a competitive bid process.

Mishoe added that the purchase will outfit the newly purchased vehicles with lights, sirens and accessories.

Councilmember Taylor moved to approve the Resolution. With members present recorded thereon as voting unanimously in the affirmative, Chairperson Jenkins declared Resolution No. 24-012 approved.

- g. Resolution No. 24-013 - Authorizing the Mayor or City Manager to enter into an agreement with Rocky Fork Enterprizes, LLC to install new emergency equipment in 2025 Ford Interceptors for the Charleston Police Department at a total of \$47,600.00 pursuant to a competitively sourced 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 an agreement with Rocky Fork Enterprizes, LLC to install new emergency equipment in 2025 Ford Interceptors for the Charleston Police Department at a total of \$47,600.00 pursuant to a competitively sourced contract.

Mishoe added that the resolution is to install the equipment purchased in Resolution No. 24-012.

Councilmember Jenkins asked why two resolutions were necessary. Mishoe replied that the previous resolution did not include installation. They believed that a more competitive price would come from a bid.

Councilmember Taylor moved to approve the Resolution. With members present recorded thereon as voting unanimously in the affirmative, Chairperson Jenkins declared Resolution No. 24-013 approved.

Councilmember Taylor motioned to adjourn the meeting.
Meeting adjourned.