

MINUTES
FINANCE COMMITTEE MEETING
6:00 P.M., MARCH 3, 2025
AV ROOM #308, CITY HALL

Joseph Jenkins Chair, called the meeting of the Charleston City Council Committee on Finance to order at 6:00 p.m., March 3, 2025.

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 (arrived after all votes)
Chad Robinson
Shawn Taylor

Absent:
None

Other Councilmembers present:
Emmett Pepper
Chelsea Steelhammer
Joe Solomon
Frank Annie

I. DISCUSSION:

a. Approval of Previous Minutes - Councilmember Burton asked for unanimous consent to dispense with the reading of the minutes for the February 18, 2025 meeting and that they be approved as distributed. There were no objections, and the minutes were approved.

II. RESOLUTIONS:

- a. Resolution No. 25-022 – Authorizing the Mayor or City Manager to purchase traffic marking paint for Traffic, Parking and Transportation Department from Allstates Coating Company in the amount of \$45,620.30 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 traffic marking paint for Traffic, Parking and Transportation Department from Allstates Coating Company in the amount of \$45,620.30 pursuant to a competitive bid process.

City Manager Ben Mishoe added that the resolution is for the annual purchase of traffic marking paint.

Councilmember Burton moved to approve the Resolution. With members present recorded thereon as voting unanimously in the affirmative, Chairperson Jenkins declared Resolution No. 25-022 approved.

- b. Resolution No. 25-023 – Authorizing the Mayor or City Manager, subject to final review by the City Attorney, to renew its contracts with the West Virginia Counties Group Self Insurance Risk Pool, Inc., DBA West Virginia Communities Risk Pool, at a price of \$1,112,637 for the City’s Risk Management and Property, Casualty, and Cyber Insurance coverage and including all Third Party Administrator (TPA) Services for those lines of coverage for the period March 31, 2025 through March 31, 2026, in accordance with the costs and coverages in Exhibit A. Underinsured motorists coverage is specifically rejected. Uninsured motorists coverage with statutory minimum limits of \$25,000/\$50,000/\$25,000 is accepted only.

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

That the Mayor or City Manager is authorized, subject to final review by the City Attorney, to renew its contracts with the West Virginia Counties Group Self Insurance Risk Pool, Inc., DBA West Virginia Communities Risk Pool, at a price of \$1,112,637 for the City’s Risk Management and Property, Casualty, and Cyber Insurance coverage and including all Third Party Administrator (TPA) Services for those lines of coverage for the period March 31, 2025 through March 31, 2026, in accordance with the costs and coverages in Exhibit A. Underinsured motorists coverage is specifically rejected. Uninsured motorists coverage with statutory minimum limits of \$25,000/\$50,000/\$25,000 is accepted only.

Councilmember Jenkins abstained from voting as he serves on BRIM’s Board.

Councilmember Burton abstained from voting as he works with the company.

Mishoe added that the resolution is a renewal of the City’s Property and Casualty insurance. It has a variety of coverages, including cyber security.

Councilmember Robinson moved to approve the Resolution. With members present recorded thereon as voting unanimously in the affirmative, Councilmember Hoover declared Resolution No. 25-023 approved.

- c. Resolution No. 25-024 – Authorizing the Mayor or City Manager to renew its contract with Encova Insurance for workers’ compensation insurance coverage for a premium of \$274,049, including surcharges, and with an additional claims handling charge of 10% of paid claims, as detailed in Exhibit A: Provided, That this contract does not include any commission to the City’s broker of record, USI Insurance Services LLC;

Authorizing the Mayor or City Manager to renew its contract with USI Insurance Services LLC (“USI”) for insurance broker, risk management, and loss control services related to the City’s property, liability, and workers’ compensation insurance coverages for one year at a cost of \$75,000 as detailed in Exhibit A; and

Authorizing the Mayor or City Manager to renew its contract with the West Virginia Counties Group Self Insurance Risk Pool, Inc, D/B/A West Virginia Communities Risk Pool (“WVCorp”), for Third Party Administration (TPA) services related to legacy claims incurred while the City was self-insured for workers’ compensation at a fee not to exceed \$20,000.

This procurement is based on the results of a competitive insurance quote review process and the Memorandum of Understanding among the City, USI, and WVCorp entered into under Resolution No. 617-22.

The effective dates of the policies/contracts above will be from March 31, 2025 through March 31, 2026.

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

That the Mayor or City Manager is authorized (1) to renew its contract with Encova Insurance for workers’ compensation insurance coverage for a premium of \$274,049, including surcharges, and with an additional claims handling charge of 10% of paid claims, and authorizing leaving the WV self-insurance system, as detailed in Exhibit A: Provided, That this contract does not include any commission to the City’s broker of record, USI Insurance Services LLC; (2) to renew its contract with USI Insurance Services LLC for insurance broker, risk management, and loss control services related to the City’s property, liability, and workers’ compensation insurance coverages for one year at a cost of \$75,000 as detailed in Exhibit A; and (3) to renew its contract with the West Virginia Counties Group Self Insurance Risk Pool, Inc, D/B/A West Virginia Communities Risk Pool, for Third Party Administration (TPA) services related to legacy claims incurred while the City was self-insured for workers’ compensation at a fee not to exceed \$20,000, all to be effective from March 31, 2025 through March 31, 2026.

Councilmember Jenkins abstained from voting as he serves on BRIM's Board.

Councilmember Burton abstained from voting as he works with the company.

Mishoe added that the resolution authorizes the renewal of the City Workers Compensation coverage, renews a one-year contract with the brokerage firm and renews the contract with WVCorp for third party administration services.

Councilmember Robinson moved to approve the Resolution. With members present recorded thereon as voting unanimously in the affirmative, Councilmember Hoover declared Resolution No. 25-023 approved.

III. Presentation of the Mayor's recommended budget for the fiscal year June 30, 2025:

The full presentation of the budget can be seen and heard starting at 14:00.

<https://charlestonwv.portal.civicclerk.com/event/3247/media>

Mayor Goodwin stated that the budget does not propose any new taxes or fee increases. It robustly funds city services, infrastructure and public safety. It also invests in City employees. See above for full speech.

Finance Director, Andy Wood explained the budget, see above.

Councilmember Ceperley confirmed with Wood that the recycling will no longer be driven to Beckley. The regular trash fees for the City will increase at the new tipping station.

Councilmember Jenkins confirmed with Wood that tax revenue will increase by 3.3%, but the increase in trash fees will offset that some.

From the audience, Councilmember Pepper confirmed with Wood that the City has a ground lease for the transfer station, but will not get royalties from the trash as it used to.

Councilmember Burton motioned to adjourn the meeting.
Meeting adjourned.