

MINUTES
FINANCE COMMITTEE MEETING
6:30 P.M., MAY 5, 2025
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., May 5, 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
Shawn Taylor

Absent:
Chad Robinson

Other Councilmembers present:
Chelsea Steelhammer
Harper Gardner
Joe Solomon

I. DISCUSSION:

a. Approval of Previous Minutes - Councilmember Burton asked for unanimous consent to dispense with the reading of the minutes for the March 21, 2025 and March 15, 2025 meetings and that they be approved as distributed. There were no objections, and the minutes were approved.

II. RESOLUTIONS:

- a. Resolution No. 25-039 – Authorizing the Mayor or City Manager to purchase a 2025 Kenworth T380 Dump Truck from Worldwide Equipment for the Charleston Street Department in the amount of \$179,936.00 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 purchase a 2025 Kenworth T380 Dump Truck from Worldwide Equipment for the Charleston Street Department in the amount of \$179,936.00 pursuant to a competitively sourced contract.

City Manager Ben Mishoe added that the purchase is a regularly scheduled replacement that has been budgeted for.

Councilmember Hoover added that the trucks can also be used as salt trucks during winter months.

From the audience, Councilmember Gardner confirmed that the price included the listed upgrades.

Councilmember Burton moved to approve the Resolution. With members present recorded thereon as voting unanimously in the affirmative, Chairperson Jenkins declared Resolution No. 25-039 approved.

- b. Resolution No. 25-040 – Authorizing the Mayor or City Manager to enter into an agreement with Casto Technical Services, Inc. in the estimated amount of \$70,813.00 to upgrade HVAC System Controls system for 601 Morris Street, pursuant to a competitive bid process that included an estimated number of labor hours from each bidder.

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 Casto Technical Services, Inc. in the estimated amount of \$70,813.00 to upgrade HVAC System Controls system for 601 Morris Street, pursuant to a competitive bid process

Mishoe added that the purchase will replace a 20-year old computer system that controls the HVAC for the entire building.

Councilmember Burton moved to approve the Resolution. With members present recorded thereon as voting unanimously in the affirmative, Chairperson Jenkins declared Resolution No. 25-040 approved.

- c. Resolution No. 25-041 – Approving the proposed Fiscal Year 2025-2026 Coliseum and Convention Center budget as indicated within the attached document.

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

That the proposed Fiscal Year 2025-2026 Coliseum and Convention Center budget as indicated within the attached document is approved.

Mishoe added that the subsidy to the Convention Center has been significantly reduced.

Councilmember Jenkins confirmed that the closure of the Municipal Auditorium resulted in approximately \$100,000 of loss.

Councilmember Burton moved to approve the Resolution. With members present recorded thereon as voting unanimously in the affirmative, Chairperson Jenkins declared Resolution No. 25-041 approved.

- d. Resolution No. 25-042 – Authorizing the Mayor or City Manager to enter into a one year contract renewal with UKG Kronos Systems LLC in the amount of \$54,216 for migrating of data and TeleStaff timekeeping software used by Charleston Police Department and Charleston Fire Department.

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 renewal with UKG Kronos Systems LLC in the amount of \$54,216 for migrating of data and TeleStaff timekeeping software used by Charleston Police Department and Charleston Fire Department.

Mishoe added that that system has been in use for a long time. The City is hopeful that they will be able to migrate to the new Enterprise system soon.

Councilmember Burton moved to approve the Resolution. With members present recorded thereon as voting unanimously in the affirmative, Chairperson Jenkins declared Resolution No. 25-042 approved.

Councilmember Burton motioned to adjourn the meeting.
Meeting adjourned.