

MINUTES
FINANCE COMMITTEE MEETING
6:30 P.M., SEPTEMBER 15, 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., September 15, 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
Chad Robinson
Shawn Taylor

Absent:

Other Councilmembers present:

Harper Gardner
Chelsea Steelhammer
Emmett Pepper
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 September 2, 2025 meeting and that they be approved as distributed. There were no objections, and the minutes were approved.

II. RESOLUTIONS:

- a. Resolution No. 25-085 – Authorizing the Mayor or City Manager to purchase three new Ford Ranger crew cab pickup trucks from Stephens Auto Center in the total amount of \$104,667.00 pursuant to a competitively sourced statewide contract. Two of these are for Public Grounds and one is for Parking pursuant to FY 2026 budget.

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

That the Mayor or City Manager is authorized to purchase three new Ford Ranger crew cab pickup trucks from Stephens Auto Center in the total amount of \$104,667.00 pursuant to a competitively sourced statewide contract.

City Manager Ben Mishoe added that the purchase is part of the regular replacement cycle.

Councilmember Burton moved to approve the Resolution. With members present recorded thereon as voting unanimously in the affirmative, Chairperson Jenkins declared Resolution No. 25-085 approved.

- b. Resolution No. 25-086 – Authorizing the Mayor or City Manager to enter into a contract with Buckeye Construction and Restoration in the amount of \$2,493,986.00 for various repairs of the six City-owned parking garages, where the total contract price was determined through 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 enter into a contract with Buckeye Construction and Restoration in the amount of \$2,493,986.00 for various repairs of the six City-owned parking garages, where the total contract price was determined through a competitive bid process.

Mishoe added that this is the next step in the established 5-Year Maintenance Plan. He added that staircases will be replaced in Garages 3 and 4 (Coliseum and Convention Center).

Councilmember Jenkins asked what was the estimate for any additional work that might follow this phase. Mishoe confirmed that this was Year 1 of the 5-Year Plan. Parking Director Terri Allen estimated that it will be between \$7-8 million over the five years.

Councilmember Taylor asked what the structural lifespan of the garages was. Allen replied that the estimate is 40-50 years. Building 1 is the oldest and closest to that mark.

From the audience, Councilmember Annie confirmed with Mishoe that the work will likely begin in Spring for the outdoor work and very soon for the staircases. The elevators will remain in service during the renovations.

From the audience, Councilmember Gardner confirmed the locations and names of the parking garages:

- #1 City Service Center
- #2 Cinema
- #3 Lee Street (Greyhound)
- #4 Coliseum and Convention Center
- #5 Shanklin
- #6 Summers Street

Councilmember Robinson confirmed with Mishoe that they are looking into freeing up more spaces in Garage #3.

Councilmember Burton moved to approve the Resolution. With members present recorded thereon as voting unanimously in the affirmative, Chairperson Jenkins declared Resolution No. 25-086 approved.

- c. Resolution No. 25-087 – Authorizing settlement of a pending disputed claim against the City, by Steven Lee with associated claim number WV1542025026403, related to an alleged use of excessive force during an arrest by a Charleston Police Department K9 unit, 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 disputed claim against the City, by Steven Lee with associated claim number WV1542025026403, related to an alleged use of excessive force during an arrest by a Charleston Police Department K9 unit in the amount of \$150,000.00, 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 the claim is related to the deployment of a police canine during the apprehension of a suspect. The canine was deployed without sufficient warnings being given to the suspect. Mediation resulted in the proposed resolution and settlement.

Councilmember Taylor spoke in favor of the resolution.

Councilmember Burton moved to approve the Resolution. With members present recorded thereon as voting unanimously in the affirmative, Chairperson Jenkins declared Resolution No. 25-087 approved.

- d. Resolution No. 25-088 – Authorizing approval of Amendment No. 2 of the FY 2025-2026 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. 2 of the FY 2025-2026 General Fund Budget as indicated on the attached list of accounts is approved.

Mishoe added that the amendment would roll over fund balance of purchases that were approved for last year's fiscal budget but were not completed.

Councilmember Burton moved to approve the Resolution. With members present recorded thereon as voting unanimously in the affirmative, Chairperson Jenkins declared Resolution No. 25-088 approved.

- e. Resolution No. 25-089 – Authorizing the Mayor or City Manager to enter into a contract with SQP Construction Group, Inc., in the amount of \$399,195.00 for repairs and improvements to various City sidewalks and ADA ramps, where the total contract price was determined through 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 enter into a contract with SQP Construction Group, Inc., in the amount of \$399,195.00 for repairs and improvements to various City sidewalks and ADA ramps, where the total contract price was determined through a competitive bid process.

Mishoe added that the funding will come from the City's CDBG funding.

Councilmember Robinson remarked that there were a lot of discrepancies in the bid amounts.

Councilmember Gardner confirmed that the bid request provided a list of locations.

Councilmember Burton moved to approve the Resolution. With members present recorded thereon as voting unanimously in the affirmative, Chairperson Jenkins declared Resolution No. 25-089 approved.

- f. Resolution No. 25-090 – Authorizing the Mayor or City Manager to enter into a contract with Persinger & Associates in the amount of \$4,200,000.00 for renovations and additions to various Charleston Fire Department fire stations, where the total contract price was determined through a competitive bid process, followed by negotiation with the low-bidder pursuant to W.Va. Code §5-22-4 to reach the final contract amount.

WHEREAS, the City of Charleston retained Thrasher Engineering to conduct an assessment of Charleston Fire Department's eight fire stations, and subsequently retained them to perform architecture and engineering work to design necessary renovations at five of those stations; and

WHEREAS, the City of Charleston published the design specifications to solicit competitive bids for the construction of the designed renovations and additions, with Persinger and Associates submitting the apparent low bid of \$4,387,000.00; and

WHEREAS, West Virginia Code §5-22-4 permits the state and its subdivisions in certain instances to negotiate with the lowest qualified responsible bidder, and sets forth the method in which those negotiations may occur, including the requirement that a negotiated award must be made within 60 days of the bid opening date, the negotiated amount may not exceed 10% of the original low bid amount, and any change to the original project specifications be memorialized in writing; and

WHEREAS, the City of Charleston undertook negotiations with Persinger & Associates that resulted in changes to the original project specification as outlined in the attached letter agreement, which reduced the contract price by \$187,000.00 to a final price of \$4,200,000.00, well-within the 10% maximum allowable by State Code.

Now Therefore, 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 Persinger & Associates in the amount of \$4,200,000.00 for renovations and additions to Charleston Fire Department's various fire stations, where the total contract price was determined through a competitive bid process followed by negotiation with the lowest qualified responsible bidder to reach the final contract amount pursuant to W.Va. Code §5-22-4.

Mishoe added that through State law they were able to further negotiate a lower price with the lowest bidder.

Councilmember Ceperley confirmed with Mishoe that any changes going forward would follow the current rules and guidelines. Once the cumulative change orders reach \$25,000, it would go to Council for approval.

Councilmember Burton moved to approve the Resolution. With members present recorded

thereon as voting unanimously in the affirmative, Chairperson Jenkins declared Resolution No. 25-090 approved.

Councilmember Burton motioned to adjourn the meeting.
Meeting adjourned.