MINUTES
FINANCE COMMITTEE MEETING
6:30 P.M., OCTOBER 20, 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., October 20, 2025.

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 (arrived at 6:38, first vote 25-101)
Chad Robinson (arrived at 6:42, first vote 25-104)
Shawn Taylor

Absent:
Brent Burton, Vice Chair

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

I. <u>DISCUSSION:</u>

a. <u>Approval of Previous Minutes</u> - Councilmember Taylor asked for unanimous consent to dispense with the reading of the minutes for the October 6, 2025 meeting and that they be approved as distributed. There were no objections, and the minutes were approved.

II. RESOLUTIONS:

a. Resolution No. 25-100 – Authorizing the Mayor or City Manager to purchase two Power Pro ambulance cots with accessories, one Lucas 3 v 3.1 chest compression system with accessories, two LifePak 35 monitors/defibrillators with accessories, and five Stair Pro stair chairs with accessories for the Charleston Fire Department from Stryker Medical in the amount of $202,424.53 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 two Power Pro ambulance cots with accessories, one Lucas 3 v 3.1 chest compression system with accessories, two LifePak 35 monitors/defibrillators with accessories, and five Stair Pro stair chairs with accessories for the Charleston Fire Department from Stryker Medical in the amount of $202,424.53 pursuant to a competitively sourced contract.

City Manager Ben Mishoe added that the resolution will purchase a variety of equipment for EMS services.

Councilmember Jenkins confirmed that the purchase will replace older equipment.

Councilmember Taylor moved to approve the Resolution. With members present recorded thereon as voting unanimously in the affirmative, Chairperson Jenkins declared Resolution No. 25-100 approved.

b. Resolution No. 25-101 – Authorizing approval of Amendment No. 4 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. 4 of the FY 2025-2026 General Fund Budget as indicated on the attached list of accounts is approved.

Mishoe added that the amendment will move funds to repair damage to a fire truck.

Councilmember Taylor confirmed with Mishoe that the firetruck hit a stone wall, causing substantial damage. The accident was a result of driver error. There will be further training involved.

Councilmember Gardner confirmed that there was not any other significant property damage.

Councilmember Taylor moved to approve the Resolution. With members present recorded thereon as voting unanimously in the affirmative, Chairperson Jenkins declared Resolution No. 25-101 approved.

c. Resolution No. 25-102 – Authorizing the Mayor or City Manager to enter into an agreement with Atlantic Emergency Solutions for repairs to Charleston Fire Department Fire Engine 455 in the estimated amount of $142,961.08.

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 Atlantic Emergency Solutions for repairs to Charleston Fire Department Fire Engine 455 in the estimated amount of $142,961.08.

Mishoe added that the repairs are related to the budget amendment.

Councilmember Taylor moved to approve the Resolution. With members present recorded thereon as voting unanimously in the affirmative, Chairperson Jenkins declared Resolution No. 25-102 approved.

d. Resolution No. 25-103 – Authorizing the Mayor or City Manager to enter into a contract with Mid-Atlantic Salt, LLC. for the purchase of road salt at a rate of $85.00 per ton pursuant to a competitive bidding process, where the contract quantity will be "as needed" with no minimum amount required and where the price will remain fixed for one year.

   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 Mid-Atlantic Salt, LLC. for the purchase of road salt at a rate of $85.00 per ton pursuant to a competitive bidding process, where the contract quantity will be "as needed" with no minimum amount required and where the price will remain fixed for one year.

Mishoe added that 4 bids were received.

Councilmember Taylor confirmed that the price has decreased from last year.

Councilmember Taylor moved to approve the Resolution. With members present recorded thereon as voting unanimously in the affirmative, Chairperson Jenkins declared Resolution No. 25-103 approved.

e. Resolution No. 25-104 – Authorizing the Mayor or City Manager to enter into an agreement with Zones, LLC for VMWare software subscription services for Information Systems in the amount of $56,130.99 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 Zones, LLC for VMWare software subscription services for Information Systems in the amount of $56,130.99 pursuant to a competitively sourced contract.

Mishoe added that the resolution is for a one-year subscription for support and maintenance for server software.

From the audience, Councilmember Pepper confirmed that the purchase was expected. The price has increased.

Councilmember Taylor moved to approve the Resolution. With members present recorded thereon as voting unanimously in the affirmative, Chairperson Jenkins declared Resolution No. 25-104 approved.

f. Resolution No. 25-105 – Authorizing the Mayor or City Manager to enter into all necessary documents, upon final approval by the City Solicitor, to facilitate the transfer of the property commonly referred to as City Park from Vista View Apartments, LP, to RP Vista View LLC or an affiliate thereof, and approving a payoff to the City of Charleston of $395,000 as part of the closing, in exchange for the release of two Deeds of Trust entered into by Vista View Apartments, LP with the City of Charleston in 2005.

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

That the Mayor or City Manager are hereby authorized to enter into all necessary documents, upon final approval by the City Solicitor, to facilitate the transfer of the property commonly referred to as City Park from Vista View Apartments, LP, to RP Vista View LLC or an affiliate thereof, namely the Assignment and Assumption of Tax Regulatory Agreement, attached hereto as Exhibit A, and such other agreements, certificates and instruments, requiring the City's acknowledgement and agreement as Issuer of the original bonds; and

That the Mayor or City Manager are hereby authorized to enter into all necessary documents, upon final approval by the City Solicitor, authorizing and approving a final payoff to the City of Charleston of $395,000 as part of the closing on the above referenced transaction in exchange for the release of two Deeds of Trust entered into by Vista View Apartments LP with the City of Charleston in 2005. This represents a 7.7% discount rate on the original $1,000,000 HOME Investment Partnership Program Loan and $200,000 Community Development Block Grant Subrecipient Funding Agreement, which would both mature in 2040. This would remove debt from the property at the closing and allow Radiant Property Management and RP Vista View LLC to purchase the property, invest in improvements to the property, and commit to keeping it affordable property at least through 2045.

Mishoe added that MOECD made some loan agreements in 2005 when the apartments were being purchased and renovated with the understanding that it would be paid back in full in 2040. An entity wanted to purchase the apartments but could not due to the loans.

City Attorney Kevin Baker added that the new agreement will extend the commitment of affordable housing by 5 more years.

Councilmember Ceperley confirmed with Alex Berger, representing Radiant Property Management, that the company wants to make the purchase in order to invest in the rehab of the current units. They intend for it to be affordable housing in perpetuity.

Councilmember Taylor confirmed that the City will no longer have any interest in the property.

From the audience, Councilmember Solomon confirmed with Baker that there were no perceived risks in the agreement.

Councilmember Taylor moved to approve the Resolution. With members present recorded thereon as voting unanimously in the affirmative, Chairperson Jenkins declared Resolution No. 25-105 approved.

Councilmember Taylor motioned to adjourn the meeting.
Meeting adjourned.