

MINUTES
FINANCE COMMITTEE MEETING
6:30 P.M., DECEMBER 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., December 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:

Frank Annie
Harper Gardner
Beth Kerns
Chelsea Steelhammer
Emmett Pepper

I. DISCUSSION:

a. Approval of Previous Minutes - Councilmember Burton asked for unanimous consent to dispense with the reading of the minutes for the November 17, 2025 meeting and that they be approved as distributed. There were no objections, and the minutes were approved.

b. The City Manager's report on fuel purchase pursuant to Resolution No. 25-107. City Manager Ben Mishie added that the City received multiple bids. It was decided that a fixed rate price was better than fluctuating prices.

II. RESOLUTIONS:

- a. Resolution No. 25-115 – Authorizing the Mayor or City Manager to enter into an agreement with VBM Buildings and Grounds for mowing and leaf blowing services for Spring Hill Cemetery for calendar year 2026, with optional renewal for two additional years, where the unit price is \$18,000 per mowing service and \$3,000 per leaf blowing service pursuant to a competitive bidding 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 an agreement with VBM Buildings and Grounds for mowing and leaf blowing services for Spring Hill Cemetery for calendar year 2026, with optional renewal for two additional years, where the unit price is \$18,000 per mowing service and \$3,000 per leaf blowing service pursuant to a competitive bidding process.

City Manager Ben Mishoe added that the resolution is a contract for the mowing and leaf blowing services of 100 acres at Spring Hill Cemetery.

Councilmember Robinson asked if there was a reason why City employees weren't being hired for this work. Mishoe replied that prior to having such a contract, the City did make an effort to hire employees but could not keep workers.

Chief of Staff Matt Sutton added that there used to be part-time/ temporary employees, but there was not enough work during the off season and they did not reliably show up. Additionally, the cost of hiring employees would be much higher than the stated contract.

Councilmember Burton moved to approve the Resolution. With members present recorded thereon as voting unanimously in the affirmative, Chairperson Jenkins declared Resolution No. 25-115 approved.

- b. Resolution No. 25-116 – Authorizing the Mayor or City Manager to purchase three Internationals and one Kenworth dump trucks from Worldwide Equipment for the Street Department in the amount of \$727,376.00 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 three Internationals and one Kenworth dump trucks from Worldwide Equipment for the Street Department in the amount of \$727,376.00 pursuant to a competitively sourced contract.

Mishoe added that the purchases were part of the regular replacement schedule. The cost is under budget.

Councilmember Burton moved to approve the Resolution. With members present recorded thereon as voting unanimously in the affirmative, Chairperson Jenkins declared Resolution No. 25-113 approved.

Councilmember Burton motioned to adjourn the meeting.

Meeting adjourned.