

MINUTES
FINANCE COMMITTEE MEETING
6:30 P.M., AUGUST 3, 2026
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., August 3, 2026.

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
Emmett Pepper
Harper Gardner
Bruce King

I. DISCUSSION:

a. Approval of Previous Minutes - Councilmember Burton asked for unanimous consent to dispense with the reading of the minutes for the July 20, 2026 meeting and that they be approved as distributed. There were no objections, and the minutes were approved.

I. RESOLUTIONS:

- a. Resolution No. 26-092 – Authorizing the Mayor or City Manager to purchase forty-four (44) SCBA safety cylinder and valve assemblies from Atlantic Emergency Solutions at \$1,298.00 per unit, with a total amount of \$57,112.00, to replace expired SCBA cylinders, where the price was determined pursuant to a competitively sourced HGAC contract.

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

That the Mayor or City Manager is authorized to purchase forty-four (44) SCBA safety cylinder and valve assemblies from Atlantic Emergency Solutions at \$1,298.00 per unit, with a total amount of \$57,112.00, to replace expired SCBA cylinders, where the price was determined pursuant to a competitively sourced HGAC contract.

City Manager Ben Mishoe added that the purchase will replace expiring equipment.

Councilmember Jenkins confirmed that the equipment is for the Fire Department.

Councilmember Burton moved to approve the Resolution. With members present recorded thereon as voting unanimously in the affirmative, Chairperson Jenkins declared Resolution No. 26-092 approved.

- b. Resolution No. 26-093 – Authorizing the Mayor or City Manager to enter into a Memorandum of Understanding (“MOU”) with West Virginia Division of Highways (“DOH”) for paving of Route 13/10 (Oakwood Road). Pursuant to the MOU, the City and DOH will share equally in the total cost of the paving project. The MOU is attached hereto as Exhibit A.

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 MOU with DOH for paving route 13/10 (Oakwood Road). Pursuant to the MOU, the City and DOH will share equally in the total cost of the paving project. The MOU is attached hereto as Exhibit A.

Mishoe added that the agreement is like one enacted in 2019/2020. The funds will come from the paving budget. The City’s anticipated cost is \$160,000.

Councilmember Jenkins asked why the cost is being split when it is a State road. Mishoe replied that the DOH schedule is not as robust as they would like and the road is recognized as a main street in need of repair.

Councilmember Robinson confirmed with Councilmember Jenkins that Oakwood Road was recently paved but not the section in the resolution.

Councilmember Robinson added that the State has not done anything to repair Mt Alpha Road. Chief of Staff Matt Sutton replied that it has been discussed in a recent meeting between the City and DOH.

From the audience, Councilmember Pepper confirmed with Mishoe that the agreement in 2019 was nearly identical to the proposed agreement.

Councilmember Burton moved to approve the Resolution. With members present recorded thereon as voting in the majority as affirmative, with a recognized Nay from Robinson, Chairperson Jenkins declared Resolution No. 26-093 approved.

- c. Resolution No. 26-094 – Authorizing the Mayor or City Manager to purchase an annual renewal of the Charleston Police Department’s record management software from TriTech Software Systems in the amount of \$88,608.74 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 an annual renewal of the Charleston Police Department’s record management software from TriTech Software Systems in the amount of \$88,608.74 pursuant to a competitively sourced contract.

Mishoe added that the Police Department has had the system in place since 2016.

Councilmember Burton moved to approve the Resolution. With members present recorded thereon as voting unanimously in the affirmative, Chairperson Jenkins declared Resolution No. 26-094 approved.

- d. Resolution No. 26-095 – Authorizing the Mayor or City Manager to purchase a new Pierce Enforcer 107 ladder truck for the Charleston Fire Department from Atlantic Emergency Solutions in the amount of \$1,744,618, where the price was determined and confirmed pursuant to a competitively sourced HGAC 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 new Pierce Enforcer 107 ladder truck for the Charleston Fire Department from Atlantic Emergency Solutions in the amount of \$1,744,618, where the price was determined and confirmed pursuant to a competitively sourced HGAC contract.

Mishoe added that the truck will replace one kept in Station #6 in Kanawha City. The existing truck will then be the spare.

From the audience, Councilmember Gardner confirmed that the expected service life for a ladder truck is approximately 10 years.

From the audience, Councilmember Annie confirmed that the expected delivery of the truck would be in 215 days.

Councilmember Burton moved to approve the Resolution. With members present recorded thereon as voting unanimously in the affirmative, Chairperson Jenkins declared Resolution No. 26-095 approved.

- e. Resolution No. 26-096 – Authorizing approval of Amendment No. 1 of the FY 2026-2027 Coal Severance 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. 1 of the FY 2026-2027 Coal Severance Budget as indicated on the attached list of accounts.

Finance Director Andy Wood added that the amendment changes the balance to reflect the actual balance of the budget as of the start of the fiscal year July 1, 2026. The Coal Severance Budget is used for operational subsidies for the Coliseum and Convention Center. It will be given out as needed.

Councilmember Burton moved to approve the Resolution. With members present recorded thereon as voting unanimously in the affirmative, Chairperson Jenkins declared Resolution No. 26-096 approved.

Councilmember Burton motioned to adjourn the meeting.
Meeting adjourned.