

AGENDA FOR THE FINANCE COMMITTEE FOR
WEDNESDAY, JUNE 23, 2010, 5:00 PM
SECOND FLOOR, MUNICIPAL BUILDING

(Councilmen Reed, Tallman, Wilcox, and Rockhold)

- I. CALL TO ORDER – Councilman Brad Kimes, Chairman
- II. ROLL CALL – Noted by the Clerk
- III. MINUTES – meetings held June 8, 2010 and June 15, 2010
- IV. NEW BUSINESS – request from Fire Chief Chichester to move \$1,000.00 from his capital/equipment line item to his department supplies line item.

(His memo states that “repairs to the rescue truck and additional expenses have caused an unforeseen shortfall in the budget.”...)
- V. ADJOURNMENT

The Finance Committee of City Council met Tuesday, June 15, 2010, at 4:50 PM in the small conference room on the second floor of the Municipal Building at One Government Square, Parkersburg, WV 26101.

Those present included Chairman Brad Kimes, and members Jim Reed, Sharyn Tallman, Nancy Wilcox, and John Rockhold. Also attending Mayor Newell, Doug Life, Ann Conageski, Gary Moss, Jerry Edman, and Joe Santer.

Mr. Life is asking for a budget revision to transfer \$15,000.00 within his department. They have received an invoice for \$10,800.00 from the State Auditor's Office for their agreed-upon-procedures investigation of former Finance Director, Randy Craig, which was not budgeted. Additionally, collection procedures are in line to generate about the same costs as last year, or approximately \$29,138.00.

There will be a total shortfall in contractual services of about \$15,000.00 and he is asking to move that amount from salaries, other, due to an excess in that line item.

MOTION - Mr. Rockhold moved, seconded by Ms. Tallman, to authorize the transfer of these funds, and to make Council aware of the progress with the \$10,800.00 since it should be paid back to the City. The motion was adopted by unanimous vote.

The meeting adjourned at 4:52 PM.

Respectfully submitted,

Connie Shaffer, City Clerk

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The Finance Committee of City Council met Tuesday, June 8, 2010, at 6:30 PM in the small conference room on the second floor of the Municipal Building at One Government Square, Parkersburg, WV 26101.

Chairman Brad Kimes called the meeting to order and those members attending included Councilmen Jim Reed, Nancy Wilcox, and John Rockhold. Ms. Tallman was absent.

Others attending included Mayor Robert Newell, Doug Life, Jerry Edman, Ann Conageski, Chief Chichester, Chief Martin, Rob Tebay and Sharon Lynch.

MINUTES - Mr. Reed moved, seconded by Ms. Wilcox, to approve the minutes from the meeting held May 17, 2010, and the motion was adopted by unanimous vote.

FUNDS FOR GUS MACKER - Mayor Newell told the committee he had suggested to the Wood County Recreation Commission that they come to City Council for funding for different events since we did not fund outside agencies this year.

Besides this Gus Macker event, the WCRC gets funds from the Harvest Moon Festival. Gus Macker is one of their main fund raises, as they get to keep 70% of the entry fees, but they still lose about \$3,000.00. Sponsors are not stepping up this year, he said.

Our community realizes something from the 130 hotel rooms that are used that week-end, plus the restaurants. The event will be this Saturday and the Mayor is asking for \$5,000.00 on behalf of the WCRC.

There was no discussion or action on this request.

EASTERN NATIONAL BASKETBALL TOURNAMENT - Mayor Newell said he was making a similar request that came through the Visitors and Convention Bureau for \$2,500.00. People come to Parkersburg and spend and help our local economy. The tournaments will take place at PHS, PSHS, the Elite Sports Center and other locations, and will last four to five days. This is a new event for kids middle school through high school age, and they want to have the tournament here every year, Mayor Newell said.

They are trying to raise \$7,000.00 but would appreciate \$2,500.00 from the City of Parkersburg.

Ms. Wilcox asked if they had to rent the facilities, and Mayor Newell said he thought they paid for the air conditioning and whatever the schools charge for maintenance.

There was no further discussion and no action on this matter.

Within the traffic/storm sewer department, Mr. Life is asking to move \$2,625.00 from the supplies line item to maintenance and repair - auto, to repair the Vactor truck used by the street department. The cost for the repair is \$7,000.00 and they are short \$2,625.00. We cannot do the work in-house and had it done by WV Tractor in Charleston.

MOTION - Mr. Rockhold moved, seconded by Mr. Reed, to approve the transfer of funds, and the motion was adopted by unanimous vote.

Year-end revisions within several departments: Mr. Life explained that the budget is our best estimate, and we are working to make it more accurate. None of the revisions go from one department to another.

MOTION - Mr. Rockhold moved, seconded by Ms. Wilcox, to approve the within-department revisions, and the motion was adopted by unanimous vote.

TWO-TON RECLAIMER AND PAVEMENT HEATER - Mayor Newell said he hoped this equipment would be a future purchase for \$49,000.00. He and some members of his staff and several councilmen saw a presentation of what the equipment would do to fix potholes.

Old materials from potholes now go to the landfill, and we would now be able to reuse the asphalt by heating it and reclaiming what we would have thrown away. Mr. Rockhold asked about the four-ton model, and Mr. Edman said the two-ton model was the most practical for the City. The four-ton model only carries more materials, and our one-ton vehicles will pull the one we would like to purchase. We will get training with the machine, and we will not hire more people.

Mr. Edman said we intend to have a two-man crew and no one will have to be re-classified.

MOTION - Mr. Rockhold moved that Mayor Newell proceed with bids on the two-ton reclaimer. It was seconded by Mr. Reed and was adopted by unanimous vote.

Funds for the reclaimer will come out of the \$200,000.00 budgeted for streets next year. For \$1,000.00 per month, Affordable Asphalt will lease one to the City until the new one arrives.

PROPERTY AT 7TH STREET AND JULIANA - Mayor Newell showed the committee a drawing from 1997 for plans for parking at 7th and Juliana Streets.

At that time, there was a proposal for the old W. T. Grants building on Market Street between 7th and 8th that did not happen.

Now, WVU-P has obtained the Grant's building for a downtown campus in the near future. Currently there are three new restaurants near this property and parking will be needed.

Mayor Newell said his plans were to ask Council if we could purchase that lot for hourly parking if WVU-P, but he now would like to have a private individual prepare that lot for parking and lease it back to the City, and that will be discussed later.

He said he would get back with this committee when he finds if a developer is interested, and would lease it back to us. We believe there will be about 30 spaces, but the upper part of that lot is owned by Erickson, Winans and Shriver, and he hopes they will do a partnership to develop that lot.

First, Mayor Newell wants the parking used for the restaurants and businesses on Market Street, and then the students. Part of the parking could be paid from student fee. We are only asking to break even, and he is not asking for action by this committee at this time.

The meeting adjourned at 6:55 PM.

Respectfully submitted,

Connie Shaffer, City Clerk

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