

**AGENDA FOR FINANCE COMMITTEE
MEETING, TUESDAY, APRIL 12, 2016
6:45 PM, SMALL CONFERENCE ROOM
SECOND FLOOR, MUNICIPAL BUILDING**

(Councilmen Reed, Bigley, Brown, Rockhold)

- I. CALL TO ORDER – Councilwoman Nancy Wilcox, Chairman
- II. ROLL CALL
- III. MINUTES – meeting held March 22, 2016
- IV. NEW BUSINESS
 - 1. Budget revision - \$27,206.00, insurance claims;
 - 2. Budget revision - \$50,000.00, for sidewalk projects;
 - 3. Budget revision - \$162,000.00, for court costs and damages
 - 4. Discussion concerning upcoming annual audit.
- V. ADJOURNMENT

The Finance Committee of City Council met Tuesday, March 22, 2016 at 6:30 PM in the small conference room on the second floor of the Municipal Building at One Government Square, Parkersburg, WV 26101.

The meeting was called to order by its Chairman, Councilwoman Nancy Wilcox, who presided over the meeting. Members attending included Councilmen Jim Reed, Warren Bigley, Roger Brown, John Rockhold, and Nancy Wilcox. Mayor Colombo, department heads, and the remaining Councilmen were present.

MINUTES – Mr. Reed moved, seconded by Mr. Rockhold, to approve the minutes from the meeting held February 16, 2016, and the motion was adopted by unanimous vote.

BUDGET REVISION \$5,000.00 – Mr. Reed moved, seconded by Mr. Brown, to approve the revision to contribute to the American Legion for fireworks for July 4th, and the motion was adopted by unanimous vote.

BUDGET REVISION – inner departments – Mr. Reed moved, seconded by Mr. Bigley, to approve a budget revision for \$1,010.00 within the Finance Department; \$250.00 within the Clerk's budget; and \$1,000.00 in Code Department for a computer. The motion was adopted by unanimous vote.

BUDGET REVISION - \$1,149,913.00 – Mr. Rockhold moved, seconded by Mr. Reed, to approve this revision for our street paving contract transferring those funds from Capital Reserve to Streets, Capital Improvement. The motion was adopted by unanimous vote.

The meeting adjourned at 6:34 PM.

Respectfully submitted,



Connie Shaffer, City Clerk

RESOLUTION

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF PARKERSBURG that the Mayor, or his designee, be authorized to request approval from State Auditor's Office for the following budget revision within the General Fund for the Fiscal Years 2015-2016 prior to the expenditure or obligation of funds for which no appropriation or insufficient appropriation currently exists, and to make said budget revisions upon the State Auditor's approval:

GENERAL FUND

Fund	Account	Description	Revenue Increase/ (Decrease)	Expenditure Increase/ (Decrease)	Fund Source / Description
001	386-000-000	INSURANCE CLAIMS	27,206.00		INSURANCE REIMB.
001	440-226-000	AUTO & LIABILITY INSURANCE		454.00	REFUND DUE TO INS
001	440-341-000	DEPARTMENTAL SUPPLIES		1,454.00	INSURANCE REIMB.
001	700-459-000	CAPITAL OUTLAY - EQUIPMENT		4,318.00	INSURANCE REIMB.
001	700-217-000	REPAIR & MAINT - AUTOS		11,083.00	INSURANCE REIMB.
001	706-217-000	REPAIR & MAINT - AUTOS		9,897.00	INSURANCE REIMB.
001	800-459-001	CAPITAL OUTLAY - EQUIPMENT		(13,500.00)	REAP GRT DUE TO STATE
001	421-230-000	CONTRACTUAL SERVICES		(1,500.00)	LITTER GRT DUE TO STATE
001	424-567-025	CONTRIB - STATE OF WV		15,000.00	REFUND DUE TO STATE
001	440-459-000	CAPITAL OUTLAY - EQUIPMENT		10,000.00	CRITICAL MARKET HVAC
001	700-343-001	AUTO SUPPLIES - GASOLINE		(10,000.00)	XFER TO B&G CAP OUTLAY
001	706-341-000	DEPARTMENTAL SUPPLIES		(10,000.00)	XFER TO BUILDING MAINT
001	706-215-000	REPAIR & MAINT - BUILDINGS		10,000.00	XFER TO BUILDING MAINT
			<u>27,206.00</u>	<u>27,206.00</u>	

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GENERAL FUND

Fund	Account	Description	Revenue Increase/ (Decrease)	Expenditure Increase/ (Decrease)	Fund Source / Description
001	750-103-315	OTHER SALARIES		50,000.00	SIDEWALK PRGM LABOR
001	750-104-000	FICA EXPENSE		3,825.00	SIDEWALK PRGM LABOR
001	750-226-005	WORKERS COMP PREMIUM		915.00	SIDEWALK PRGM LABOR
001	440-103-315	OTHER SALARIES		3,520.00	TEMP PAY INCREASE
001	440-104-000	FICA EXPENSE		270.00	TEMP PAY INCREASE
001	440-226-005	WORKERS COMP PREMIUM		65.00	TEMP PAY INCREASE
001	800-103-315	OTHER SALARIES		880.00	TEMP PAY INCREASE
001	800-104-000	FICA EXPENSE		68.00	TEMP PAY INCREASE
001	800-226-005	WORKERS COMP PREMIUM		17.00	TEMP PAY INCREASE
001	421-230-005	CONTRACTUAL SVS - EPA GRANT		(59,560.00)	CARRIED OVER TO FY 17

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GENERAL FUND

Fund	Account	Description	Revenue Increase/ (Decrease)	Expenditure Increase/ (Decrease)	Fund Source / Description
001	750-229-000	COURT COSTS & DAMAGES		162,000.00	SETTLEMENT PAYMENT
001	414-224-000	AUDIT COSTS		18,000.00	COVERAGE OF AUDIT FEE
001	440-230-000	CONTRACTUAL SERVICES		10,000.00	SPRING G&W CONTRACT
001	414-105-000	HEALTH INSURANCE		(5,000.00)	RESIDUAL INS BUDGET
001	421-105-000	HEALTH INSURANCE		(667.00)	RESIDUAL INS BUDGET
001	750-105-000	HEALTH INSURANCE		(1,596.00)	RESIDUAL INS BUDGET
001	800-105-000	HEALTH INSURANCE		(776.00)	RESIDUAL INS BUDGET
001	416-103-000	DEPT HEAD SALARY		(4,500.00)	JUDGE PAY DIFFERENTIAL
001	416-104-000	FICA EXPENSE		(344.00)	JUDGE PAY DIFFERENTIAL
001	416-226-005	WORKERS COMP PREMIUM		(82.00)	JUDGE PAY DIFFERENTIAL
001	420-219-000	BUILDING/EQUIP RENT/LEASE		(1,600.00)	XFER TO COVER SETTLE.
001	421-230-005	CONTRACTUAL SVS - EPA GRANT		(13,440.00)	CARRIED OVER TO FY 17
001	421-230-001	CONTRACTUAL SVS - BASEBALL		(5,000.00)	XFER TO COVER SETTLE.
001	421-230-014	CONTRACTUAL SVS - SBDC TRAVEL		(1,649.00)	XFER TO COVER SETTLE.
001	422-459-000	CAPITAL OUTLAY - EQUIPMENT		(4,000.00)	XFER TO COVER SETTLE.
001	436-230-000	CONTRACUAL SERVICES		(10,000.00)	XFER TO 440 - G&W
001	699-000-000	CONTINGENCY		(50,000.00)	XFER TO COVER SETTLE.
001	754-459-000	CAPITAL OUTLAY - EQUIPMENT		(5,000.00)	XFER TO COVER SETTLE.
001	756-230-002	CONTRACTUAL SERVICES		(10,000.00)	XFER TO COVER SETTLE.
001	750-458-001	CAPITAL OUTLAY - STORMWATER		(76,346.00)	XFER TO COVER SETTLE.

Mayor James E. Colombo



CITY OF PARKERSBURG
ONE GOVERNMENT SQUARE
P.O. BOX 1627
PARKERSBURG, WV 26102

March 29, 2016

Dear City Councilmen:

In the late 1970's the City Public Works Department obtained verbal permission to install a storm sewer line across several parcels of property and which are now known as 1912 and 1910 Division Street Extension in Parkersburg. The City then installed the storm sewer line but failed to get and record a written easement for the line.

Some 35 years and 5 owners later the current owner wanted to build on one of these lots. Due to the storm sewer crossing the lot he was advised he couldn't built on it. As the City and the owner were unable to reach an acceptable resolution to this problem the owner brought suit against the City for the taking of his property without right or compensation.

We recently reached a settlement with the owner covering all damages, interest and legal costs he is permitted under the West Virginia statutes on condemnation and eminent domain. The settlement is for a total of \$162,000.00. In return the City will receive a permanent easement for the storm sewer line. It is my opinion that the City would likely have to pay even more should this matter continue on to trial. I therefore recommend the settlement as proposed and ask Council to authorize a budget revision transferring the monies from the Stabilization Fund so that the settlement may be finalized and the case dismissed.

If you have any question concerning this matter I ask that you give me a call to discuss it further.

Very truly yours,

A handwritten signature in black ink that reads "Joseph T. Santer". The signature is written in a cursive style with a large initial "J".

Joseph T. Santer
City Attorney