

Minutes of City Council
August 21, 2018
Regular Session

The Council of the City of Lewisburg met in regular session on Tuesday, August 21, 2018 at 7:30 p.m. in the Paul R. Cooley Council Chambers at 942 Washington St. West, Lewisburg, WV.

PRESENT: Mayor John Manchester; Recorder Shannon Patrick-Beatty; Council members, Mark Etten, Joseph Lutz, Arron Seams, Beverly White; Director of Public Works Roger Pence, Police Chief Tim Stover, Treasurer Susan Honaker, Fire Chief Joseph Thomas, and Zoning Officer Charles Smith.

ABSENT: Councilmember Heather Blake

VISITORS: Reporters Peggy Mackenzie with the Mountain Messenger; Robert Bordelon with the West Virginia Daily News and Tina Alvey with the Beckley Register Herald; Ed and Donna Johns; Jacy Faulkner, Misty Hill, Roger Kennedy with Chapman Technical Group, Emil Stalis, Raymond Stephens and Tim Stranko.

CALL TO ORDER

Mayor Manchester called the meeting to order at 7:30 p.m.

INVOCATION AND PLEDGE OF ALLEGIANCE

Recorder Beatty gave the invocation and Councilmember White led the Pledge of Allegiance.

VISITORS REPORTS:

No Visitors reports were given.

APPROVAL OF MINUTES:

July 17, 2018

Councilmember White made a motion to approve the July 17, 2018 minutes as corrected. Councilmember Seams seconded the motion. With four (4) in favor and one (1) absent (Blake) the motion carried.

COMMUNICATIONS FROM THE MAYOR:

Appointment to the Historic Landmark Commission

Mayor Manchester nominated David Craddock to fill the unexpired term of Gary Roper on the Historic Landmark Commission with a term expiring on June 30, 2019.

Councilmember Etten made a motion to appoint David Craddock to fill the unexpired term of Gary Roper on the Historic Landmark Commission with a term expiring on June 30, 2019. Councilmember Lutz seconded the motion. With four (4) in favor and one (1) absent (Blake) the motion carried.

ORDINANCES:

Ordinance 276, City Charter update and amendments, first reading

Recorder Beatty read the title of Ordinance 276 for first reading:

“AN ORDINANCE TO AMEND THE HISTORIC CITY CHARTER OF THE CITY OF LEWISBURG AS FOLLOWS:”

Mayor Manchester stated the purpose of this ordinance was to formalize the process of the way City Council has been operating for over 15 years. Manchester thanked City Attorney Tim Stranko from Morgantown for his guidance during the yearlong amendment drafting process.

Councilmember White made a motion to approve Ordinance 276 on first reading. Councilmember Seams seconded the motion. With four (4) in favor and one (1) absent (Blake) the motion carried.

Resolution 462, Demolition, repairs and construction of Route 219 South sidewalk

Recorder Beatty read the following resolution for passage:

“WHEREAS, the City of Lewisburg has applied for a Transportation Alternative Grant through the West Virginia Department of Transportation, Division of Highways, and

WHEREAS, the City of Lewisburg has been accepted for a project for LEWISBURG US 219 SOUTH SIDEWALK for demolition, repairs and reconstruction, and

WHEREAS, the total project cost of this project is \$311,000 with the following breakdown of funds as follows: STATE PROJECT: U313-LEW/IS-8.00, FEDERAL PROJECT:

Design: TAP-2015(288) DTC (\$34,993.00), and Construction: TAP-2015(289) D (\$276,007)

FURTHER, it is understood that the funds for the design of this project do not require a 20% match, and that the funds remaining for construction in the amount of \$276,007 do require a 20% match from the City of Lewisburg, or the amount of \$55,201.00.

WHEREAS, it is further understood by this resolution that the City of Lewisburg will be held responsible for a 20% match toward this total project resulting in the amount of **\$55,201.00.**

THEREFORE, this resolution is hereby approved by the Lewisburg City Council accepting the contract between the West Virginia Department of Transportation, Division of Highways and the City of Lewisburg,

AND, the City of Lewisburg City Council hereby authorized the Mayor to represent the city in the signing of the contract, and hereby authorizes the payment of \$55,201.00 by the city as their required match for acceptance of this contract granting the city the 80% amount of \$276,007.00.”

Roger Kennedy with Chapman Technical, the City’s engineering firm stated the project was moving along quite well and that the City is close to finalizing the review plans. He noted the project will go out to bid soon with the construction taking place in the spring of 2019. The project in partnership with the Division of Highways will create an ADA compliant sidewalk along Route 219 also known as Jefferson Street from Foster Street to Austin Street. City Treasurer Susan Honaker stated the matching funds are currently in the budget under the line item of “sidewalks” in the General Fund.

Mayor Manchester indicated that unfortunately, two trees, a large white pine and a popular tree would have to be cut down to make room for the width necessary for an ADA compliant sidewalk. He noted the City engineering firm had studied the area and had determined the trees could not be saved in that location because the healthy set of roots would be damaged during construction.

Councilmember Lutz made a motion to approve Resolution 462 as presented. Councilmember White seconded the motion. With four (4) in favor and one (1) absent (Blake) the motion carried.

COMMUNICATIONS FROM CITY COUNCIL MEMBERS:

Piano Donation

Mayor Manchester announced the family of Sam and Tate Hudson had donated a piano to the City. He said the piano has been placed in the Council lobby, is a nice piano and is in tune.

West Virginia Municipal League Awards

Mayor Manchester declared that during the 2018 West Virginia Municipal League Conference in Morgantown, WV the City of Lewisburg won the “All Star City Award” in the category of enrichment. He noted the City has won this award 14 years in a row. He said this award was in recognition of the fairs and festivals held throughout the year in Lewisburg.

Distinguished Mountaineer

Mayor Manchester announced he had been named a distinguished Mountaineer by Governor Jim Justice and was presented the designation at the 2018 West Virginia Municipal League Conference in Morgantown, WV on August 9th. He said that getting an award like that is a reflection of the good people he works with not only on City Council but on the boards and commission and volunteers that make the community a special place. He indicated it was a honor for him to accept the award on behalf of everyone that makes the community wonderful.

COMMUNICATIONS FROM BOARDS AND COMMISSIONS:

Planning Commission Report

Zoning Officer Chuck Smith reported on the following events of the July 19 and August 2 Planning Commission meetings:

July 19 Planning Commission meeting:

- A minor subdivision was approved at 934 Jefferson Street North. The Greenbrier Historical society conveyed property to the adjoining property owner at Montwell Park.
- A minor subdivision was approved at 133 Kirkpatrick Street.
- A site plan update was presented for Montwell Park on Jefferson Street to use pervious pavers instead of asphalt in the parking lot.

August 2, 2018 meeting:

- A site plan review was approved for a new Subdivision project called “The Gardens”, a 7.88 tract planned for 29 units in a R2 district located at the end of Rosewood Drive, which lies adjacent to Blackbird Village.

The next Planning Commission meeting will be held on September 6, 2018 at 7 p.m.

Parks Commission Report

Parks Chairperson Beverly White reported on the following events of the July 24 meeting:

- Central Greenbrier Little League presented a request to the Parks Commission for a grant to erect a storage shed building for the storage of baseball equipment and supplies.
- The Lewisburg Foundation Interpretive signage project for Horton Park was discussed and approved.
- Shelter reservations fees were discussed.
- Public Works project updates were reviewed.

The next Parks Commission meeting will be held on August 28.

COMMUNICATIONS FROM THE POLICE DEPARTMENT:

Chief Stover reported that traffic flowed smoothly during the State Fair of West Virginia with the exception of the first Saturday night. Traffic was heavy on that day. He indicated the State Fair had reimbursed the Police Department \$2,500 to cover the cost of overtime for traffic direction.

He announced the newest officer, Josh Doss, had started training at the academy. Doss is scheduled to complete training in December.

The annual Dare to Cruz car show will be held on September 8 from 10 am until 2 pm.

COMMUNICATIONS FROM THE FIRE DEPARTMENT:

Chief Thomas distributed and reviewed the monthly activity report for the Fire Department. He announced the Fire Department had gained three new members who need approval by City Council.

Councilmember Etten made a motion to approve the membership of Frankie Campbell, Caleb Tucker and Sean Williams into the Fire Department. Councilmember Lutz seconded the motion. With four (4) in favor and one (1) absent (Blake) the motion carried.

COMMUNICATIONS FROM COUNCIL COMMITTEES:

Finance Committee Report

Finance Chair Mark Etten reported on the following events of the August 21, 2018 Finance Committee meeting:

- Representatives from the Greenbrier East High School soccer complex submitted a grant request. This was deferred from the August Finance Committee meeting until the August City Council. The request of \$13,962 would have nearly zeroed out the Video Lottery fund in the second month of the 2019 fiscal year. Because of this the Treasurer and City Attorney researched other funding options that could be considered. The City Attorney determined the City could use the Gaming Income Revenue to fund the grant request.

Councilmember Lutz made a motion to approve the grant request for the Greenbrier East Soccer Complex in the amount of \$13,962 from Gaming Income Revenue. Councilmember White seconded the motion. With four (4) in favor and one (1) absent (Blake) the motion carried.

- The Finance Committee recommended approval of a change order with Angelina Stone and Marble for the City Hall brick repointing contract in the amount of \$1,200.

Councilmember Etten made a motion to approve a change order with Angelina Stone and Marble for the City Hall brick repointing contract in the amount of \$1,200. Councilmember Seams seconded the motion. With four (4) in favor and one (1) absent (Blake) the motion carried.

- The Finance Committee recommended approval of Pay Request #3 in the amount of \$18,569.75 from Angelina Stone and Marble for the City Hall brick repointing project.

Councilmember Etten made a motion to approve Pay Request #3 in the amount of \$18,569.75 from Angelina Stone and Marble for the City Hall brick repointing project. Councilmember White seconded the motion. With four (4) in favor and one (1) absent (Blake) the motion carried.

- The Finance Committee recommended approval of Pay Request #4 in the amount of \$1,200 from Angelina Stone and Marble.

Councilmember Etten made a motion to approve Pay Request #4 in the amount of \$1,200 from Angelina Stone and Marble. Councilmember Seams seconded the motion. With four (4) in favor and one (1) absent (Blake) the motion carried.

- The Finance Committee recommended approval to allow Chapman Technical Group to develop specifications and estimates for a brick repointing project on the south side of City Hall.

Councilmember Etten made a motion to allow Chapman Technical Group to develop specifications and estimates for a brick repointing project on the south side of City Hall. Councilmember White seconded the motion. With four (4) in favor and one (1) absent (Blake) the motion carried.

- The Finance Committee recommended approval of a bid not to exceed \$5,000 from Taylor's Drywall to repair the plaster walls inside City Hall.

Councilmember Etten made a motion to approve a bid not to exceed \$5,000 from Taylor's Drywall to repair the plaster walls inside City Hall. Councilmember White seconded the motion. With four (4) in favor and one (1) absent (Blake) the motion carried.

- The Finance Committee recommended approval of a bid of \$6254.30 to purchase two electric car charging stations from AeroVironment, Inc. plus \$2,500 to install the charging stations. The City had received a grant in the amount of \$10,000 from the Peyton Foundation so these amounts fall under the amount of the grant.

Councilmember Etten made a motion to approve a bid in the amount of \$6,254.30 to purchase two electric car charging stations from AeroVironment, Inc. plus \$2,500 to install the charging stations. Councilmember Lutz seconded the motion. With four (4) in favor and one (1) absent (Blake) the motion carried.

- The Finance Committee recommended approval of a bid in the amount of \$129,082 from Greenbrier Excavating for the primary and alternate street paving list for 2018.

Councilmember Etten made a motion to approve a bid in the amount of \$129,082 from Greenbrier Excavating for the primary and alternate street paving list for 2018. Councilmember Seams seconded the motion.

The Finance Committee recommended approval of the purchase of a Hole Hog/pneumatic boring missile in the amount of \$5,148 from Vermeer.

Councilmember Etten made a motion to approve the purchase of a Hole Hog/pneumatic boring missile in the amount of \$5,148 from Vermeer. Councilmember White seconded the motion. With four (4) in favor and one (1) absent (Blake) the motion carried.

- The Finance Committee recommended approval of the purchase of a hydraulic power unit Georgia Underground Superstore (GUS) in the amount of \$7,196.

Councilmember Etten made a motion to approve the purchase of a hydraulic power unit Georgia Underground Superstore (GUS) in the amount of \$7,196. Councilmember Lutz seconded the motion. With four (4) in favor and one (1) absent (Blake) the motion carried.

- The Finance Committee recommended approval of a bid in the amount of \$370,000 from All American Fire including the purchase of a radio and its installation.

Councilmember Etten made a motion to approve a bid in the amount of \$370,000 from All American Fire including the purchase of a radio and its installation. With four (4) in favor and one (1) absent (Blake) the motion carried.

- The Finance Committee recommended the creation of the position of City Administrator/Manager in training and hire Jacy Faulkner to fill the position. The position beginning on August 23, 2018.

Councilmember Etten made a motion to create the position of City Administrator/Manager in training and hire Jacy Faulkner to fill the position. With the position beginning on August 23, 2018. Councilmember Seams seconded the motion. With four (4) in favor and one (1) absent (Blake) the motion carried.

Public Works Committee Report

Director of Public Works Pence reported on the following events of the August 14, 2018 Public Works Committee meeting:

- Residual work to be completed on the Stratton Alley project was discussed.
- The Street paving bids were reviewed.
- Quotes for the purchase of Hole Hog pneumatic boring missile were discussed.
- Quotes for the purchase of a hydraulic power unit and trash pump for discussed.
- An update was given on the traffic calming measures within the City.

- An unaccounted for water report was given.
- Public Works project updates were given.
- Parks Department projects were discussed.
- Storm water and Street Department projects were discussed.
- Water projects were discussed.

Public Safety Committee Report

Public Safety Chairman Lutz stated that no meeting had been held.

ADJOURNMENT:

Councilmember Lutz made a motion to adjourn the meeting at 9:00 p.m. Councilmember Etten seconded the motion. With four (4) in favor and one (1) absent (Blake) the motion carried.

