

**Minutes of City Council  
December 17, 2019  
Regular Session**

The Council of the City of Lewisburg met in regular session on Tuesday, December 17, 2019 at 7:30 p.m. in the Paul R Cooley Council Chambers at 942 Washington St West, Lewisburg, WV.

**PRESENT:** Mayor Beverly White, Recorder Shannon Beatty; Council members, Heather Blake, Sarah Elkins, Mark Etten, and Arron Seams. Treasurer Susan Honaker, City Manager Jacy Faulkner, Director of Public Works Roger Pence, Deputy Chief Vance; Fire Chief Joseph Thomas, Assistant City Manager Misty Hill, Zoning Officer Gary Ford and Police Chief Chris Teubert.

**VISITORS:** Reporters Peggy Mackenzie with the Mountain Messenger; Bobby Bordelon with the West Virginia Daily News;

**INVOCATION AND PLEDGE OF ALLEGIANCE:**

Recorder Beatty presented the invocation and Council member Seams led the Pledge of Allegiance.

**CALL TO ORDER:**

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

**VISITORS REPORT:**

No reports were given.

**APPROVAL OF MINUTES:**

*November 19, 2019*

Councilmember Etten made a motion to approve the November 19, 2019 regular session minutes as presented. Councilmember Edwards seconded the motion. With all in favor the motion carried.

**COMMUNICATIONS FROM THE CITY MANAGER:**

*Monthly City Manager's Report*

City Manager Jacy Faulkner reported on the following events:

- Participated in a progress call regarding the water system upgrades.

- Consulted with Region IV regarding the USDA training that is necessary for the water system upgrade loan. It was determined that the folks working on the project for the City such as John Stump and Rod Lowe will be the ones that could conduct a training for City Council. She noted that Cassie from Region IV would coordinate the training.
- Reminded everyone that customers would not see an increase on the water bill as a result of the rate increase until their February statement.
- The City has instituted temporary traffic detour signs, a do not enter sign and a speed indicator sign on Greenbrier Avenue because of the road closure on nearby Lee Street. The Osteopathic school has closed the road because of construction going on in front of the school.
- Stated the December 7<sup>th</sup> Lewisburg Christmas Parade was a success. There were double the amount of entries for this year as compared to last year.
- The bid opening for the line repair work on Skyline Drive in Fairlea has to be rescheduled to see if more interest could be generated.
- Thanked Council for their support and generosity with the employee luncheon and stated it was well attended and appreciated by the employees.
- Stated the annual Lewisburg in Bloom Committee's Illuminate Lewisburg Christmas tree lighting ceremony was well attended and she thanked Shannon Beatty for organizing it and for having the "Baby It's Cold Outside" Photo Op stand made and installed in the green space. Stating that many visitors have been seen using it.

Mayor Beverly White presented City Clerk/Recorder Shannon Beatty with her Twenty Year service pin. She thanked Beatty for her dedication to the City and for all of her hard work and creativity she has brought to the organization.

Councilmember Etten asked if the Public Works Department could put up a "Caution" sign on Greenbrier Avenue. He noted he was worried about the change in the traffic pattern there because of the closure of Lee Street with construction going on at the WV School of Osteopathic. City Manager Faulkner stated that the Director of Public Works could put up a temporary sign but that a permanent sign would require a permit from the WVDOH. Faulkner noted the City had put up a detour sign and had an electronic speed limit sign up there too to help while Lee Street is closed.

- Faulkner stated that approval was needed to open a bank account for the USDA water system improvements project.

Councilmember Edwards made a motion to authorize the City Administration to open a bank account with three signatories (Shannon Beatty, Beverly White and Mark Etten) for the USDA water system improvements project with City National Bank. Councilmember Seams seconded the motion. With all in favor the motion carried.

- Faulkner stated the City needed approval by City Council for a USDA certification of compliance for the USDA grant the City has received for the water system improvements.

Councilmember Blake made a motion to approve the USDA certification of compliance. Councilmember Elkins seconded the motion.

Councilmember Etten stated he had a question about letter “A” “compliance with special laws and regulations” He said he didn’t know what laws and regulations that was referring to. City Manager Faulkner stated she would look into this and report back to Council.

With (0) zero in favor and (6) opposed the motion did not carry.

Councilmember Edwards made a motion to authorize Mayor White to sign the USDA certification of compliance after questions about letter “A” were answered. Councilmember Etten seconded the motion. With all in favor the motion carried.

#### **COMMUNICATIONS FROM THE MAYOR:**

##### *Appointments, Mardi McMillan, Dan Stevenson and John Little*

Mayor White offered the name of Mardi McMillian for appointment to a term to expire on June 2023 on the Greenbrier County Library Board of Directors.

Councilmember Blake made a motion to appoint Mardi McMillian to the Greenbrier County Library Board of Directors for a term to expire on June 20, 2023. Councilmember Edwards seconded the motion. With all in favor the motion carried.

Mayor White offered the name of Dan Stevenson and John Little for appointment to a term to expire on June 30, 2020 on the Planning Commission.

Councilmember Elkins made a motion to appoint Dan Stevenson and John Little to the Planning Commission for a term to expire on June 30, 2020. Councilmember Seams seconded the motion. With all in favor the motion carried.

#### **RESOLUTIONS:**

##### *Resolution 476, Budget Revision #1 Fiscal Year 2020*

Recorder Beatty read the following resolution for passage:

##### **“General Fund Budget Fiscal Year 2020 Revision Number 1**

At a regular session of the municipal council held December 17, 2019 the following order was made and entered.

**SUBJECT:** The revision of the Levy Estimate (Budget) for the General Fund of the City of Lewisburg. The following resolution was offered:

**RESOLVED:** That subject to approval of the State Auditor as ex officio chief inspector of public office the municipal council does hereby direct the budget be revised PRIOR TO THE EXPENDITURE OR OBLIGATION OF FUNDS FOR WHICH NO APPROPRIATION OR INSUFFICIENT APPROPRIATION CURRENTLY EXISTS., as shown on **budget revision number one**, a copy of which is entered as part of this record.

The adoption of the foregoing resolution having been moved by Council member \_\_\_\_\_, and duly seconded by Council member \_\_\_\_\_ the vote thereon was as follows:

|       |     |    |    |
|-------|-----|----|----|
| _____ | Yes | or | No |
| _____ | Yes | or | No |
| _____ | Yes | or | No |
| _____ | Yes | or | No |
| _____ | Yes | or | No |

**WHEREUPON,** Mayor White, declared said resolution duly adopted, and it is therefore ADJUDGED and ORDERED that said resolution be, and the same, is hereby adopted as so stated above, and the Treasurer is authorized to fix her signature on the attached "Request for Revision to Approved Budget" to be sent to the State Auditor for approval.

Adopted this 17th day of December 2019

\_\_\_\_\_  
Mayor Beverly White

**STATE OF WEST VIRGINIA  
COUNTY OF GREENBRIER  
MUNICIPALITY OF LEWISBURG, To-wit:**

I, Shannon Beatty, CMC, City Recorder of said municipality, do hereby certify that the foregoing is a true, correct and complete copy of a Resolution adopted by the Council of the City of Lewisburg at a regular meeting held December 17, 2019 in accordance with law and that

Resolution had not been repealed, revoked, rescinded or amended, but is in full force and effect on the date hereof.

Witness my hand and the Seal of the City of Lewisburg, West Virginia, on this 17th day of December 2019

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City Recorder Shannon Beatty, CMC”

Councilmember Etten made a motion to approve Resolution 476 as presented. Councilmember Elkins seconded the motion. With all in favor the motion carried.

**COMMUNICATIONS FROM CITY COUNCIL MEMBERS:**

Mayor Beverly White welcomed Councilmember Edwards to City Council.

**COMMUNICATIONS FROM THE POLICE DEPARTMENT:**

Chief Teubert reported on the following events:

- The Department had responded to 251 calls for service during the month of November.
- He noted the new weapons went into service on November 20.
- Office staff attended an 8 hour municipal court training.
- The Department finally received all the parts for the tasers on December 16h. Training to be completed now that the equipment is in hand. the taser SOGs will be brought before City Council at the January City Council meeting.

**COMMUNICATIONS FROM THE FIRE DEPARTMENT:**

Chief Thomas reported on the following events:

- The Fire Department responded to 119 emergency calls over the past month.
- The Fire Department cleaned the City water system intake tank on December 9.
- The Fire Department responded to a structure fire at a six unit apartment building within the city limits on Lee Street on December 13. The owner is planning to repair the building.
- The Department is holding its annual banquet on January 18.

**COMMUNICATIONS FROM COUNCIL COMMITTEES:**

*Finance Committee Report*

Councilmember Etten reported on the following events of the December 10, 2019 Finance Committee meeting:

Councilmember Etten made a motion to approve an Arts and Humanities funding request from Significant Cinema in the amount of \$6,900 for three outdoor showings of movies on the lawn of Carnegie Hall during the summer of 2020. Councilmember Edwards seconded the motion. With all in favor the motion carried.

Councilmember Etten made a motion to approve an Arts and Humanities funding request from the Greenbrier Valley Home and Garden Tour in the amount of \$3,150 to cover advertising costs for the 2020 Home and Garden Tour. Councilmember Blake seconded the motion. With all in favor the motion carried.

Councilmember Etten made a motion to approve an Arts and Humanities funding request from the Shanghai Parade Committee in the amount of \$900. Councilmember Seams seconded the motion. With all in favor the motion carried.

Councilmember Etten made a motion to approve the final payment of the Civil War Trail project in the amount of \$12,969.53. Councilmember Edwards seconded the motion. With all in favor the motion carried.

Councilmember Etten made a motion to approve a bid to upgrade the SCADA system in the amount of \$38,742.11 from DR Control. Councilmember Blake seconded the motion. With all in favor the motion carried.

#### *Public Works Committee Report*

Director of Public Works Pence reported on the following events of the December 10, 2019 Public Works Committee meeting:

- The unaccounted for water report was 37%
- The outdoor restrooms in the city parks and at City Hall have been closed and winterized for the season.
- The downtown holiday decorations have been put up.

#### **EXECUTIVE SESSION:**

Councilmember Edwards made a motion to go into executive session at 8:13 p.m. to discuss the annual Volunteer of the Year award. Councilmember Etten seconded the motion. With all in favor the motion carried.

Councilmember Elkins made a motion to reconvene into regular session at 8:22 p.m. Councilmember Etten seconded the motion. With all in favor the motion carried.

Councilmember Etten made a motion to name Cliff Baker as the Volunteer of the Year for 2019. Councilmember Seams seconded the motion. With all in favor the motion carried.

**ADJOURNMENT:**

Councilmember Seams made a motion to adjourn the meeting at 8:23p.m. Councilmember Blake seconded the motion. With all in favor the motion carried.