

City of Lewisburg
Finance Committee Meeting
Paul R. Cooley Council Chamber
and via ZOOM
942 Washington Street, West
Lewisburg, West Virginia 24901
Finance Committee Meeting Minutes
October 12, 2021

Present: Finance Committee Chairman Arron Seams, Mayor Beverly White; Councilmembers: Frank Johnson, John Little, Valerie Pritt via Telephone; City Manager Misty Hill, Treasurer Susan Honaker Public Works Director Tony Legg.

Absent: Sarah Elkins

Visitors: Allan Brown, Enterprise Fleet Management, via Telephone

Call to Order: Chairman Seams called the Finance Committee meeting of the City of Lewisburg to order on Tuesday October 12, 2021 at 7:00 pm

Schleiff Construction, LLC – City Hall Repairs Change Order No.2:

City Manager Hill presented the City Hall Repairs Change Order No.2. Discussion ensued.

Councilmember Little made a motion to recommend to City Council to approve the Schleiff Construction, LLC – City Hall Repairs Change Order No.2 for the additional amount of \$1900. Councilmember Johnson seconded the motion. With all in favor the motion carried.

Schleiff Construction, LLC – City Hall Repairs Pay Request No.3:

City Manager Hill presented the Schleiff Construction, LLC - City Hall Repairs Pay Request No.3. Discussion ensued.

Councilmember Little made a motion to recommend to City Council to approve the Schleiff Construction, LLC – City Hall Repairs Pay Request No.3 pending approval and signature of the Architect Jim King for the amount of \$86,638.20. Mayor White seconded the motion. With all in favor the motion carried.

Public Works Vehicle Replacement

Public Works Director Legg presented the request for the Public Works Vehicle Replacement. Discussion ensued.

Mayor White made a motion to table consideration of the Public Works Vehicle Replacement to City Council. Councilmember Johnson seconded the motion. With all in favor the motion carried.

Police Department Equipping of Four 2022 Ford Explorers:

Chairman Seams presented the following quotes for the Police Department vehicle equipping from L & W Emergency Equipment Outfitters for five vehicles:

Quote #8080 for two vehicles @ \$16,247.27 each.

Quote #8086 for one vehicles @ \$21,566.79

Quote #8087 for two vehicles @ \$15,849.63 each

Discussion ensued.

Councilmember Johnson made a motion to recommend to City Council to approve the equipping of the Police Department K-9 Vehicle and four other vehicles in the amount of \$85,760.59. Councilmember Little seconded the motion. With all in favor the motion carried.

CARES Act Funding Update:

City Manager Misty Hill presented an update on the CARES Act Funding including a report on skateboard park issues. Discussion ensued.

No action required on this item.

Pay Scale Title Update:

City Manager Hill presented job classification changes. Discussion ensued.

Mayor White made a motion to recommend to City Council to approve the following changes of the pay scale titles to remove Recorder and Assistant City Manager titles and the addition of City Clerk and Human Resources Director titles. Councilmember Little seconded the motion. With all in favor the motion carried.

City Clerk Salary:

City Manager Hill recommended a \$225 monthly attachment to the City Clerk salary due to the Charter as of July 1, 2021 change from elected Recorder to appointment of City Clerk. Discussion ensued.

Councilmember Little made a motion to recommend to City Council to approve the attachment of \$225 per month to the City Clerks salary. Councilmember Johnson seconded the motion. With all in favor the motion carried.

Communications from Members:

Councilmember Little requested a breakdown of the CARES Act Funds. City Manager Hill responded that she will make a report available at City Council on October 19, 2021. Discussion ensued.

Mayor White commented on community roundup support for the parks that is available on the water bills. Discussion ensued.

City Manager Hill commended on the billing delay due to covid at the outsourcing Laser Print Plus. Deadline of payments is extended five additional days to October 25, 2021. A one call is being generated to inform the customers. Discussion ensued

City Manager Hill also commended that there will be additional corrections to the US 219 North sidewalks to be ADA compliant. Discussion ensued.

Councilmember Little asked for status on the Osteopathic School intersection issue. Discussion ensued.

Approval of minutes:

September 14, 2021

Mayor White made a motion to approve the September 14, 2021 Finance Committee meeting minutes as presented with noted corrections. Councilmember Johnson seconded the motion. With all in favor the motion carried.

Adjournment:

Mayor White made a motion to adjourn the meeting. Councilmember Little seconded the motion. With all in favor the Finance Committee meeting was adjourned at 8:48 pm.

Respectfully Submitted,
Susan Nutter