

**City of Lewisburg
Finance Committee Meeting
Paul R. Cooley Council Chamber
942 Washington Street, West
Lewisburg, West Virginia 24901
Finance Committee Meeting Minutes
October 10, 2023**

PRESENT: Mayor Beverly White, Councilmembers: Arron Seams, Franklin Johnson, Sarah Elkins, John Little, Valerie Pritt; City Manager Misty Hill, Treasurer Susan Honaker, Director of Public Works Tony Legg, Police Chief Chris Teubert and Fire Chief Joey Thomas.

VISITORS: No Visitors were present.

CALL TO ORDER: Finance Chairman Arron Seams called the Finance Committee meeting of the City of Lewisburg to order at 7:00 p.m.

Resolution 532, Water System Improvement Project Pay Request #17

Councilmember Little made a motion to recommend approval of Resolution 532 approving invoices relating to services for the Water System Improvement Project in the amount of \$1,528,270.43 Councilmember Pritt seconded the motion. With all in favor the motion carried.

Resolution 533, Public Works Building Pay Request #17

Mayor White made a motion to recommend approval of Resolution 533 approving invoices in the amount of \$306,000.00 relating to services for the public works building construction and authorizing payment thereof. Councilmember Johnson seconded the motion. With all in favor the motion carried.

Samuel McMillion – Pay increase for obtaining Class III Water Plant Operator Certification

Councilmember Little made a motion to recommend approval of Sam McMillion for a pay increase from \$20.90 an hour to the amount of \$22.20 an hour for obtaining a Class III Water Plant Operator certification, this would not include the \$2.00 an hour night shift differential. Councilmember Elkins seconded the motion. With all in favor the motion carried.

Employee Incentive Pay

Councilmember Pritt made a motion to recommend approval of the annual year end employee incentive pay as presented. Mayor White seconded the motion. With all in favor the motion carried.

Employee Dinner Game Allowance

Councilmember Elkins made a motion to recommend approval of a \$25 per employee to include

dinner and an activity for the annual end of the year employee appreciation luncheon. Councilmember Little seconded the motion. With all in favor the motion carried.

Police – hiring an officer

Finance and Public Safety Chair member Arron Seams stated the Public Safety Committee met prior to the Finance Committee meeting on Tuesday, October 10 and recommended hiring Makenna Blankenship as an officer beginning on November 1, 2023 with a starting salary of \$39,496.00. Councilmember Elkins made a motion to hire Makenna Blankenship as an officer beginning on November 1, 2023 with a starting salary of \$39,496.00. Councilmember Pritt seconded the motion. With all in favor the motion carried.

Wayfinding Master Plan

City Manager Hill presented the designs for a new wayfinding master plan to the Finance Committee for review.

Councilmember Elkins made a motion to approved the placement of a kiosk and sign at the gateway of Lewisburg of the new wayfaring signage as designed by Michael Mills and presented by City Manager Hill. Councilmember Little seconded the motion.

COMMUNICATIONS FROM MEMBERS:

No Communications were given.

COMMUNICATONS FROM CITY MANAGER:

November City Council Meeting

City Manager Hill stated because of the Thanksgiving Holiday the November City Council meeting will be held on Tuesday, November 14, 2023 and that no Finance Committee meeting would be held.

Lafayette Sidewalk Construction Project

Construction is scheduled to begin on the Lafayette Sidewalk soon. The DOH will give the City a two day notice before construction begins. The final completion date is June 21, 2024.

Dogwood Heights Storm water System project Bid Opening

A bid opening will be held soon for the Dogwood Heights Subdivision storm water system project.

APPROVAL OF MINUTES:

September 12, 2023

Councilmember Little made a motion to approve the minutes of the September 12, 2023 Finance Committee meeting. Mayor White seconded the motion. With all in favor the motion carried.

ADJOURNMENT:

Councilmember Pritt made a motion to adjourn the meeting at 8:03 p.m. Councilmember Elkins seconded the motion. With all in favor the motion carried.