

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
November 9, 2021

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

Visitors: Brent Burton of Assured Partners via zoom.

Call to Order: Chairman Seams called the Finance Committee meeting of the City of Lewisburg to order on Tuesday November 9, 2021 at 7:00 pm

Assured Partners – Liability Insurance Renewal

Brent Burton of Assured Partners presented the following options for the Liability Insurance renewal:

Intact/Ascent Renewal w/Terrorism \$149,077.30
Zurich/Ascent Optional w/Terrorism \$110,463.86

Discussion ensued. Councilmember Little stated that he would like the City Attorney’s opinion on if the liability limit is enough.

Councilmember Elkins made a motion to table this item to City Council pending a quote for Cyber Security and the City Attorney’s opinion on the liability limit. Councilmember Little seconded the motion. With all in favor the motion carried

Arts & Humanities Funding Request – Home and Garden Tour

Chairman Seams presented the grant request for Greenbrier Home & Garden Tour/WV Garden Club Inc. for the amount of \$3,150. Discussion ensued.

Mayor White made a motion to recommend to City Council to approve the \$3,150 Arts & Humanities Funding Request for Greenbrier Home & Garden Tour/WV Garden Club Inc. as presented. Councilmember Johnson seconded the motion. With all in favor the motion carried.

Police Department Promotion – Corporal with increase in salary of \$900 annually

Chairman Seams presented the Public Safety Committee recommendation to approve the Corporal promotion salary adjustment of \$900 annually. Discussion ensued.

Chairman Seams moved to enter executive session. Councilmember Little seconded the motion. With all in favor the motion carried. Finance Committee entered executive session at 7:26.

Councilmember Little moved to exit executive session. Councilmember Elkins seconded the motion. With all in favor the motion carried. Finance Committee exited executive session at 7:40.

Mayor White made a motion to recommend to City Council to approve the promotion and salary increase of \$900 annually for Patrolman Clendenen, Patrolman Doss and Patrolman Tate. Councilmember Little seconded the motion. With all in favor the motion carried.

Employee Incentive Pay

City Manager Hill presented the employee incentive pay request. Discussion ensued.

Councilmember Elkins made a motion to recommend to City Council to approve the employee incentive pay for the amount of \$300. Councilmember Pritt seconded the motion. With all in favor the motion carried.

Employee Holiday Luncheon

City Manager Hill presented the plans for the employee holiday luncheon. Discussion ensued.

Councilmember Johnson made a motion to recommend to City Council to approve the employee holiday luncheon to be held at the Clingman Center for a rental cost of \$100 on December 10, 2021 to be catered by Jim’s Drive-In for the amount of \$22 per person. Councilmember Pritt seconded the motion. With all in favor the motion carried.

Sales Tax Adoption

Treasurer Honaker submitted the comparison of Business and Occupation Tax collections for utilities since 2019. Discussion ensued.

Mayor White made a motion to recommend to City Council to approve action to move forward with the Sales Tax Adoption beginning with the Home Rule Application. Councilmember Pritt seconded the motion. With all in favor the motion carried.

Communications from Members:

City Manager Hill commented on the FEMA Flood Plan map with regard to qualifying for FEMA grants. Discussion ensued.

Councilmember Johnson commented on Greenbrier Community School vandalism. Discussion ensued.

City Manager Hill stated that the skate park ramp is completed.

City Manager Hill stated that filter media is completed and the Aquatic Center pools are being filled.

Approval of minutes:

October 12, 2021

Councilmember Little made a motion to approve the October 12, 2021 Finance Committee meeting minutes as presented. Councilmember Johnson seconded the motion. With all in favor the motion carried.

Adjournment:

Councilmember Elkins made a motion to adjourn the meeting. Mayor White seconded the motion. With all in favor the motion carried. Finance Committee meeting was adjourned at 8:44pm.

Respectfully Submitted,
Susan Nutter