

**Minutes of City Council
November 16, 2021
Regular Session**

The Council of the City of Lewisburg met in regular session on Tuesday, November 16, 2021 at 7:30 p.m. in the Paul R Cooley Council Chambers at 942 Washington St West, Lewisburg, WV and VIA a Zoom Teleconference call because of the Covid-19 Pandemic.

PRESENT: Mayor Beverly White, City Manager Misty Hill, City Clerk Shannon Beatty; Councilmembers, Sarah Elkins, Franklin Johnson, Valerie Pritt & Arron Seams. Treasurer Susan Honaker, Director of Public Works Tony Legg, Police Chief Chris Teubert, Fire Chief Joseph Thomas and Zoning Officer Marsha Cunningham.

ABSENT: Councilmember John Little

VISITORS: Reporters; Sarah Richardson with the Mountain Messenger, Bobby Bordelon with the West Virginia Daily News & Gailyn Markum (via Zoom) with Loot Press; Mike Kidd, Jon Kortis, Kara Dense, Delilah Quinn, Beth Gill, Brent Burton, Alex Brand, Adam Rogers, James Wrzosek, Gideon Tate, Jordon Clendenin and Josh Doss.

INVOCATION AND PLEDGE OF ALLEGIANCE:

Mayor White presented the invocation and Council member Pritt led the Pledge of Allegiance.

CALL TO ORDER:

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

VISITORS REPORT:

No visitors reports were given.

APPROVAL OF MINUTES:

October 19, 2021

Councilmember Seams made a motion to approve the October 19, 2021 City Council minutes as presented. Councilmember Pritt seconded the motion. With five (5) in favor and one (1) absent (Little) the motion carried.

ORDINANCES:

Ordinance 296

City Clerk Beatty read the title of the following ordinance for first reading:

“AN ORDINANCE TO AMEND THE ZONING MAP OF THE CITY OF LEWISBURG, WEST VIRGINIA, TO CHANGE THE ZONING OF THOSE PARCELS OF LAND DESIGNATED AS GREENBRIER COUNTY, LEWISBURG MUNICIPALITY, TAX MAP 20, PARCEL 63, GREENBRIER COUNTY DEED BOOK 399, PAGE 482, **AND** TAX MAP 15, PARCEL 118.1, DEED BOOK 359, PAGE 560, LOCATED AT 1329 JEFFERSON STREET NORTH, LEWISBURG, WV, FROM **R-1** (TOWN RESIDENTIAL) TO **O-R** (OFFICE RESIDENTIAL) (MAP ATTACHED).”

Councilmember Pritt made a motion to approve Ordinance 296. Councilmember Seams seconded the motion. With five (5) in favor and one (1) absent (Little) the motion carried.

Ordinance 297

City Clerk Beatty read the title of the following ordinance for first reading:

“AN ORDINANCE TO AMEND THE ZONING MAP OF THE CITY OF LEWISBURG, WEST VIRGINIA, TO CHANGE THE ZONING OF THE PARCEL OF LAND DESIGNATED AS GREENBRIER COUNTY, LEWISBURG MUNICIPALITY, TAX MAP 20, PARCEL 64, GREENBRIER COUNTY DEED BOOK 388, PAGE 329, LOCATED AT 1347 JEFFERSON STREET NORTH, LEWISBURG, WV, FROM **R-1** (TOWN RESIDENTIAL) TO **O-R** (OFFICE RESIDENTIAL) (MAP ATTACHED).”

Councilmember Seams made a motion to approve Ordinance 297. Councilmember Pritt seconded the motion. With five (5) in favor and one (1) absent (Little) the motion carried.

Ordinance 298

City Clerk Beatty read the title of the following ordinance for first reading:

“AN ORDINANCE TO AMEND THE ZONING MAP OF THE CITY OF LEWISBURG, WEST VIRGINIA, TO CHANGE THE ZONING OF THE PARCEL OF LAND DESIGNATED AS GREENBRIER COUNTY, LEWISBURG MUNICIPALITY, TAX MAP 20, PARCEL 62, GREENBRIER COUNTY DEED BOOK 585, PAGE 527, AND DEED BOOK 630, PAGE 518, LOCATED AT 1315 JEFFERSON STREET NORTH, LEWISBURG, WV, FROM **R-1** (TOWN RESIDENTIAL) TO **O-R** (OFFICE RESIDENTIAL) (MAP ATTACHED).”

Councilmember Johnson made a motion to approve Ordinance 298. Councilmember Elkins seconded the motion. With five (5) in favor and one (1) absent (Little) the motion carried.

Ordinance 299

City Clerk Beatty read the title of the following ordinance for first reading:

“AN ORDINANCE TO AMEND THE ZONING MAP OF THE CITY OF LEWISBURG, WEST VIRGINIA, TO CHANGE THE ZONING OF THE PARCEL OF LAND DESIGNATED AS GREENBRIER COUNTY, LEWISBURG MUNICIPALITY, TAX MAP 15, PARCEL 118, GREENBRIER COUNTY DEED BOOK 414, PAGE 673, FROM **R-1** (TOWN RESIDENTIAL) TO **O-R** (OFFICE RESIDENTIAL) (MAP ATTACHED).”

Councilmember Elkins made a motion to approve Ordinance 299. Councilmember Pritt seconded the motion. With five (5) in favor and one (1) absent (Little) the motion carried.

PROCLAMATIONS:

National Rural Health Day

Mayor White read a proclamation celebrating November 16, 2021 as National Rural Health Day in Lewisburg.

COMMUNICATIONS FROM THE MAYOR:

Mayor White announced the City had received a \$250,000 grant from the office of the Governor of the State of West Virginia to conduct a storm water study.

COMMUNICATIONS FROM THE CITY MANAGER:

City Manager Misty Hill reported on the following items of interest:

- Has been working with the Region IV Development Council, Chapman Technical and City Attorney Tom White to wrap up the land appraisals needed for the eminent domain process for rights of way for three (3) properties needed to move the City’s intake pump from its current location to a location situated above the landfill on the Greenbrier River. Hill stated the City continues to move forward with plans that are in motion to upgrade the water plant.

Greenbrier County Convention & Visitor’s Bureau

Kara Dense with the Greenbrier County Convention & Visitor’s Bureau presented an annual report to City Council. Of special interest was the announcement that Lewisburg had been selected as #3 of the Top Ten Best Small Town Food Scenes. She also noted that the Air B and B Company would now be required by new State legislation to collect and remit Hotel Motel taxes to cities.

Assured Partners, Liability Insurance Renewal & Cyber net renewal

Brent Burton with Assured Partners presented the annual liability insurance renewal. Burton stated that City Attorney Tom White had reviewed the renewal and had indicated he felt like the amount of liability insurance the City currently had in place (two (2) million at an annual cost of \$4,749.98 was sufficient. He stated however, that if the City wished to increase its coverage from two (2) million to three (3) million it would only cost an additional \$788 annually and from two (2) million to four (4) million would be an annual increase of \$1,572 and from two (2) million to five (5) million would be an annual increase of \$2,358. He stated the City had quotes from two companies for cyber liability; Hiscox for one million with an additional \$2,545.95 per year and BCS for an additional cost of \$5,588 annually for one (1) million in coverage. He stated the current carrier would not offer the City a renewal for cyber liability.

Councilmember Seams made a motion to accept the quotes from Zurich for 3 million in excess limit from Zurich and BCS for cyber liability coverage for one million in coverage in an amount not to exceed \$117,000. Councilmember Elkins seconded the motion. With five (5) in favor and one (1) absent (Little) the motion carried.

One Percent Sales Tax Adoption

City Manager Misty Hill explained that revenues for the City had flat lined in recent years. She stated that one option that was available to raise more revenue is a one percent sale tax. She noted the City would need to apply to the Home Rule Board to be able to implement a one percent sales tax through the State of WV. Hill explained it was necessary for the City to plan for growth. She noted the City had expanded several of the parks and sidewalks. Hill stated the City would be required to lower the current B & O tax if a one percent sales tax were implemented. She listed several items of interest that a one percent sales tax could fund including but not limited to:

- A new fire station building
- The relocation of the Public Works Department near the Water Plant.
- Additional downtown parking
- Wayfinding signage
- A pay scale revision for the Police Department and City employees.
- Storm water repairs
- Continuation of the City fleet replacement.
- Digitize records at City Hall.
- Updating the HVAC, security doors and phones at City Hall.
- Sidewalks on Lafayette and Feamster Road.
- Planning of the newly purchased 34 acre site on Stonehouse Road.
- Phase two of Dorie Miller park upgrades including a dog park, short pump track and walking track.
- Elevator at City Hall.
- Parks trashcans, football scoreboards, boat launch upgrade.

- A city tree survey.

Councilmember Seams made a motion to authorize the City Administration to apply to the Home Rule Board to implement a one percent sales tax in the City. Councilmember Pritt seconded the motion. With five (5) in favor and one (1) absent (Little) the motion carried.

COMMUNICATIONS FROM CITY COUNCIL MEMBERS:

No reports were given.

COMMUNICATIONS FROM BOARDS AND COMMISSIONS:

Planning Commission Report

Zoning Officer Marsha Cunningham reported on the following events of the November 4, 2021 Planning Commission meeting:

- The Scenic Overlay Corridor was reviewed during the working session meeting of the Zoning Ordinance update. Zoning changes were discussed during the regular session and ordinances were referred to City Council for passage.
- The next meeting will be held on December 5, 2021.

Parks Commission Report

Councilmember Elkins reported on the following events of the November 2, 2021 Parks Commission meeting:

- An update was given about the Pickle ball Court project
- Parks project updates were given.

COMMUNICATIONS FROM THE POLICE DEPARTMENT:

Mayor White stated that a copy of Chief Teubert's report had been included in the information packet and asked if City Councilmembers had any questions for Chief Teubert.

COMMUNICATIONS FROM THE FIRE DEPARTMENT:

Mayor White stated that a copy of Chief Thomas's report had been included in the information packet and asked if City Councilmembers had any questions for the Chief.

Mutual Aid Agreement, Greenbrier Valley Airport

Fire Chief Thomas stated that the two year renewal of the mutual aid agreement for the Greenbrier Valley airport needed Council approval. He stated that only the dates had been changed on the agreement.

Councilmember Pritt made a motion to approve a two year mutual aid agreement for the Greenbrier Valley airport. Councilmember Seams seconded the motion. With five (5) in favor and one (1) absent (Little) the motion carried.

COMMUNICATIONS FROM COUNCIL COMMITTEES:

Finance Committee Report

Councilmember Seams reported on the following events of the November 9, 2021 Finance Committee meeting:

- The Finance Committee recommended approval of an Arts and Humanities grant request from the Greenbrier Home and Garden Tour in the amount of \$3,150 to help market their annual home and garden tour.

Councilmember Seams made a motion to approve Arts and Humanities grant request from the Greenbrier Home and Garden Tour in the amount of \$3,150 to help market their annual home and garden tour. Councilmember Pritt seconded the motion. With five (5) in favor and one (1) absent (Little) the motion carried.

- The Finance Committee recommended approval of Option B for the employee incentive pay.

Councilmember Seams made a motion to approve Option B for the employee incentive pay. Councilmember Pritt seconded the motion. With five (5) in favor and one (1) absent (Little) the motion carried.

- The Finance Committee recommended approval to hold the annual employee holiday luncheon at the Gwen Clingman Center on December 10 at a cost of \$22 per person.

Councilmember Seams made a motion to hold the annual employee holiday luncheon at the Gwen Clingman Center on December 10 at a cost of \$22 per person. With five (5) in favor and one (1) absent (Little) the motion carried.

Public Works Department Report

Director of Public Works Legg reported on the following events of the Public Works Department:

- The retaining wall at the pickle ball court has been completed.
- The football storage building is 50% complete.
- Christmas decorations have been put up in the downtown area in anticipation of the annual tree lighting event on November 19.

ADJOURNMENT:

Councilmember Johnson made a motion to adjourn the meeting at 8:48 p.m. Councilmember Seams seconded the motion. With all in favor the motion carried.