

**City of Lewisburg
Finance Committee Meeting
Paul R. Cooley Council Chamber
942 Washington Street, West
Lewisburg, West Virginia 24901
Finance Committee Meeting Minutes
December 13, 2022**

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

VISITORS: Mary Ann Mann and Margaret Hambrick via Zoom

CALL TO ORDER:

Finance Chairman Arron Seams called the Finance Committee meeting of the City of Lewisburg to order at 7:00 pm

Arts & Humanities Funding Request – Shanghai Parade Committee

Shanghai Parade Chairperson Mary Ann Man presented an application from the Shanghai Parade Committee for an Arts & Humanities grant request. She noted the City has also acted as a pass through entity for the Shanghai Parade to receive a Fairs & Festival grant in the past.

City Treasurer Susan Honaker stated that a full financial report and budget is required to be submitted for any Fairs and Festival or City Grants.

Councilmember Little made a motion to table the Arts & Humanities Grant application from the Shanghai Parade Committee until the December 20, 2022 City Council meeting pending submittal of a full budget and financial statements. Councilmember Elkins seconded the motion. With all in favor the motion carried.

Greenbrier Historical Society State Historic Preservation Office “Pass Through Grant”

Margaret Hambrick presented a request for the City to act as a certified local government entity for the Greenbrier Historical Society to receive a Survey & Planning Grant from the State Historic Preservation Office to conduct an archaeological study behind the Barracks on Randolph Street in the amount of \$10,500 with a \$4,500 match coming from the Greenbrier Historical Society’s Barracks account. Hambrick noted she is the lead applicant and sponsor for the project and grant.

Councilmember Pritt made a motion to recommend approval of the request for the City to act as a certified local government entity for the Greenbrier Historical Society to receive a Survey & Planning Grant from the State Historic Preservation Office to conduct an archaeological study behind the Barracks on Randolph Street in the amount of \$10,500 with a \$4,500 match. Councilmember Elkins seconded the motion. With all in favor the motion carried.

Greenbrier Valley Solid Waste, Inc.

Councilmember Little made a motion to go into executive session to discuss a legal matter at 7:40 p.m. Councilmember Johnson seconded the motion. With all in favor the motion carried.

Mayor White made a motion to reconvene in regular session at 8:00 p.m. Councilmember Pritt seconded the motion. With all in favor the motion carried.

Councilmember Seams stated that no decisions had been made in executive session.

Councilmember Little made a motion to recommend that the City proceed with litigation regarding Greenbrier Valley Solid Waste as recommended by City Attorney Tom White. Councilmember Elkins seconded the motion. With all in favor the motion carried.

Water System Project Pay Request #6 – Resolution # 502

Councilmember Little made a recommendation to approve the water system project pay request #6, resolution 502 in the amount of \$1, 323,483.21 as presented. Councilmember Johnson seconded the motion. With all in favor the motion carried.

City of Lewisburg Storm water Study (CDBG-MIT funds) pay request #1 – Resolution 503

Councilmember Johnson made a motion to recommend approval of Resolution 503, the City of Lewisburg Storm water Study (CDBG-MIT funds) pay request #1 as presented. Councilmember Elkins seconded the motion. With all in favor the motion carried.

Police Lieutenant Promotion with related pay increase

Councilmember Seams made a motion to recommend approval to promote Sgt. Robert Crone to the position of Police Lieutenant with an annual salary increase of \$1,500. Councilmember Johnson seconded the motion. With all in favor the motion carried.

Disposition of retired police vehicles

Chief of Police Teubert stated the Police Department had four cruisers to retire that are not being used by the Department. Councilmember Little made a recommendation to donate the 2012 Dodge Charger to the City of White Sulphur Springs Police Department and to donate a 2013 Ford Explorer to Practical Firearms Training in Alderson. The City will auction a 2014 Ford Explorer and a 2012 Dodge Charger at a later time.

Councilmember Little made a motion to recommend that a 2012 Dodge Charger be donated to the City of White Sulphur Springs Police Department, donating a 2013 Ford Explorer to Practical Firearms

Training in Alderson and auctioning a 2014 Ford Explorer and a 2012 Dodge Charger. Councilmember Elkins seconded the motion. With all in favor the motion carried.

Recording Officer Pay increase for taking minutes

Councilmember Little made a motion to recommend to increase the recording officer pay as follows:

\$40.00 this covers the call out & up to one (1) hour of work

\$15.00/hour for each additional hour to be paid in ¼ hour

Segments as follows:

1-15 minutes----- \$3.75

16-30 minutes----\$7.50

31-45 minutes----\$11.25

46-60 minutes----\$15.00

\$15.00 Preparation of the first two pages of minutes and \$7.50 for each additional page.

Councilmember Elkins seconded the motion. With all in favor the motion carried.

Water Treatment Plant maintenance and repairs – current plant

Councilmember Pritt made a motion to recommend hiring Hayslett Construction to replace 8-10 solenoid valves and three air actuated valves on the old filter system at the Lewisburg Water Plant at a cost not to exceed \$12,000. Mayor White seconded the motion. With all in favor the motion carried.

COMMUNICATIONS FROM MEMBERS:

Councilmember Seams apologized for being absent from the Finance Committee meeting last month.

COMMUNICATION FROM THE CITY MANAGER:

City Manager Hill invited City Council members to attend the employee appreciation luncheon on Thursday, December 15 from 11:30 am until 2 pm.

APPROVAL OF MINUTES:

Councilmember Pritt made a motion to approve the November 8, 2022 Finance Committee minutes. Councilmember Elkins seconded the motion. With all in favor the motion the motion carried.

ADJOURNMENT:

Councilmember Little made a motion to adjourn the meeting at 9:07 p.m. Councilmember Elkins seconded the motion. With all in favor the motion carried.