

Minutes of City Council
January 15, 2019
Regular Session

The Council of the City of Lewisburg met in regular session on Tuesday, January 15, 2019 at 7:30 p.m. in the Paul R. Cooley Council Chambers at 942 Washington St. West, Lewisburg, WV.

PRESENT: Mayor John Manchester; Recorder Shannon Patrick-Beatty; Council members, Heather Blake, Mark Etten, Joseph Lutz, Arron Seams, Beverly White; Director of Public Works Roger Pence, Police Chief Tim Stover, Treasurer Susan Honaker, Fire Chief Joseph Thomas, City Administrator-in-Training Jacy Faulker and Zoning Officer Charles Smith.

VISITORS: Reporters Peggy Mackenzie with the Mountain Messenger; Robert Bordelon with the West Virginia Daily News; Donna & Ed Johns; Emil Stalis; Misty Hill; Ashley and Asa Bargman.

CALL TO ORDER

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

INVOCATION AND PLEDGE OF ALLEGIANCE

Recorder Shannon Beatty gave the invocation and Councilmember White led the Pledge of Allegiance.

VISITORS REPORTS:

No Visitors reports were given.

APPROVAL OF MINUTES:

December 18, 2018

Councilmember Etten made a motion to table the December 18, 2018 minutes as presented. Councilmember Seams seconded the motion. With all in favor the motion carried.

COMMUNICATIONS FROM THE MAYOR:

Re-appointment to the MTA Board of Directors

Mayor Manchester offered the name of Shannon Beatty for re-appointment to a three year term on the Mountain Transit Authority Board of Directors.

Councilmember White made a motion to re-appoint Shannon Beatty to a three year term on the Mountain Transit Authority Board of Directors. Councilmember Blake seconded the motion. With all in favor the motion carried.

Update on Special Levy Election

Mayor Manchester reminded Council about the upcoming Special excess levy to be held on Saturday, February 16, 2018 from 6:30 am until 7:30 p.m. at City Hall. Recorder Shannon Beatty

stated that early voting would be held from February 4 through February 14 at City Hall from 8:30 am until 4:30 p.m.

Appointment to the Planning Commission to fill an unexpired term ending 06-30-19

Mayor Manchester offered the name of Tia Bouman to fill the unexpired term of Jim Simpson ending on June 30, 2019.

Councilmember Etten made a motion to appoint Tia Bouman to fill the unexpired term of Jim Simpson ending on June 30, 2019. Councilmember Lutz seconded the motion. With all in favor the motion carried.

Re-appointment to the Board of Zoning Appeals for a term ending 12-31-21

Mayor Manchester offered the name of Sam Argabright for reappointment to the Board of Zoning Appeals for a term ending December 31, 2021.

Councilmember White made a motion to re-appoint Sam Arbabright to a term ending on December 31, 2021 on the Board of Zoning Appeals. Councilmember Etten seconded the motion. With all in favor the motion carried.

Appointment to the Building Commission to fill an unexpired term ending 06-30-21

Mayor Manchester offered the name of Doug Hurst to fill an unexpired term on the Building Commission ending June 30, 2021.

Councilmember Blake made a motion to appoint Doug Hurst to fill an unexpired term on the Building Commission for a term ending June 30, 2021. Councilmember Etten seconded the motion. With all in favor the motion carried.

PROCLAMATIONS:

2018 Volunteer of the Year

Recorder Shannon Beatty read a portion of a proclamation announcing January 1, 2019 as the 2018 Sally Lane Volunteer of the Year day.

Martin Luther King, Jr. Week

Councilmember Beverly White read a proclamation celebrating the week of January 19-26 as the Reverend Dr. Martin Luther King, Jr Week in Lewisburg

COMMUNICATIONS FROM CITY COUNCIL MEMBERS:

Nominating Convention process and Levy election

Recorder Beatty stated this summer's municipal election are four months away, but the deadline is approaching for nominating conventions to be conducted. Lewisburg's elections are nonpartisan, in that candidates don't run under the banner of a recognized political party, such as

Republican or Democrat. Those who want to run for office must be nominated, however, either by Lewisburg's Citizens' Party or People's Party or by another group of at least five qualified city voters.

The city party or group must call a nominating convention, properly advertised, and the convention this year must be held on or before March 5. Each party or group may nominate a candidate for each office on the ballot. Results of a nominating convention must be certified and submitted to the city recorder within the timeframe required by city code (103.09). Offices up for a vote in the June 11 election are mayor and three city council members. Two council seats are for full four-year terms and the other is for the remaining two years of an unexpired term.

Beatty stated in addition to the regular municipal election this summer, Lewisburg will also conduct a special levy election on Feb. 16, in which voters will be asked to decide whether to renew the city's excess levy for another five years. Raising approximately \$476,254 per year, the levy represents around 16 percent of the city's annual general fund budget, which pays for streets, police, fire and parks departments. Levy funds go toward capital improvements and operation and maintenance of the city's Fire Department, as well as supporting services such as police patrols, community policing projects, fire equipment, snow removal, park and library maintenance, traffic and street sign maintenance and street maintenance. Beatty emphasized that continuing this excess levy will not result in an increase in a property owner's taxes.

COMMUNICATIONS FROM BOARDS AND COMMISSIONS:

Planning Commission Report

Zoning Officer Smith stated no regular meeting was held. A working session will be held in February to discuss signs in the ongoing zoning ordinance update.

Parks Commission Report

Parks Chairperson White stated that no meeting was held in January.

COMMUNICATIONS FROM THE POLICE DEPARTMENT:

Chief Stover stated the meeting would be his last City Council meeting. He thanked everyone for his 28.5 years of service to the City.

COMMUNICATIONS FROM THE FIRE DEPARTMENT:

Chief Thomas distributed the Fire Department's monthly activity report noting the Department responded to 96 emergency calls in December.

COMMUNICATIONS FROM COUNCIL COMMITTEES:

Finance Committee Report

Finance Chairperson Etten reported on the following events of the January 8, 2019 Finance Committee meeting:

- The Finance Committee recommended approval of \$14,161.38 for a bid for a generator at the Police Station with the budgeted \$10,000 from the Police Department, and the remaining \$4,161.38 from contingency funds.

Councilmember Etten made a motion to approve \$14,161.38 for a bid for a generator at the Police Station with the budgeted \$10,000 from the Police Department, and the remaining \$4,161.38 from contingency funds. Councilmember White seconded the motion. With all in favor the motion carried.

- The Finance Committee tabled a request from the Shanghai Committee for an Arts & Humanities Grant until additional information is obtained. Mayor Manchester stated he had been approached by the Shanghai Parade Committee to see if the City would partner with the parade committee financially. The parade committee has received prize money for the parade from the State for years. They originally received \$2,000 but the last few years have only been receiving less than \$1,200. They asked the Mayor if the City would pay the difference of \$900. He stated he had reviewed the guidelines for an Arts and Humanities grant and approved the request for the Parade temporarily until the Finance Committee meeting.

Councilmember Etten made a motion to approve the Arts and Humanities grant request in the amount of \$900 from the Shanghai Parade Committee. Councilmember White seconded the motion. With all in favor the motion carried.

- The audit committee only received one response to the RFP for audit services from Andrew Fizer to conduct a five year audit at a cost of \$7,000 per year.

Council member Etten made a motion to approve an audit contract with Andrew Fizer to conduct a five year audit at the cost of \$7,000 per year. Councilmember White seconded the motion. With all in favor the motion carried.

Public Works Committee Report

Director of Public Works Roger Pence reported on the following events of the January 8, 2019 Public Works Committee meeting:

- Public Works Director Roger Pence, City Administrator in Training Jacy Faulkner and MTA Board member Shannon Beatty met with Tim Thomas, the general manager with Mountain Transit Authority (MTA) who is wanting to enhance the services by having a bus transfer location in town. This will allow passengers to transfer from one bus to the other in order to switch routes. The best location for a transfer station is on Court Street at Stratton Alley where the current location is which will accommodate two buses and a shelter. City crews will install pavement markings and MTA will provide signage and build a shelter at the alley.
- An unaccounted for water report was given.
- An auction will be held at the City Shop of surplus vehicles and equipment.
- The Parks Department has begun to take reservations for the park shelters.
- Next month the contract with Greenworks Recycling will need to be renewed.

Public Safety Committee Report

Public Safety Chair Joseph Lutz reported on the following events of the January 10, 2019 Public Safety Committee meeting:

- Lutz thanked Police Chief Stover for his amazing years of service to the City on the Police Department. Lutz stated Stover is the reason the City has such an incredible Police Department. Lutz indicated he appreciated how well the Department has been left as Stover retires after 28.5 years. He stated that Assistant Chief Teubert will act as an interim Chief until a replacement can be hired. Lutz indicated that interviews of the three applicants from within the ranks would begin on January 16.
- An early discussion was held about the relocation of Fire Station #1. He stated that more discussion was to come about a possible location site.

ADJOURNMENT:

Councilmember Lutz made a motion to adjourn the meeting at 8:16 p.m. Councilmember Seams seconded the motion. With all in favor the motion carried.

