

Minutes of City Council
June 19, 2018
Regular Session

The Council of the City of Lewisburg met in regular session on Tuesday, June 19, 2018 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, and Zoning Officer Charles Smith.

VISITORS: Reporters Peggy Mackenzie with the Mountain Messenger; Robert Bordelon with the West Virginia Daily News and Tina Alvey with the Beckley Register Herald; Donna Johns; Greg Johnson, Aaron & Monica Maxwell, and Patrick O’Flaherty.

CALL TO ORDER

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

INVOCATION AND PLEDGE OF ALLEGIANCE

Councilmember Seams gave the invocation and Councilmember White led the Pledge of Allegiance.

VISITORS REPORTS:

City Charter Process

Municipal Attorney, Tim Stranko, who is assisting City Council with the process of updating and amending the City Charter, stated the City is updating the Charter to provide substance, continuity, and certainty for its citizens. He said the Charter was established in 1782 and has been valid for over two hundred years. He noted that by amending the charter, the legislation will remain continuously valid while also enacting modern updates to provide guidance regarding the operations and governance of the City of Lewisburg. He stated the State provided no guidance or restraints regarding the nature of a charter amendment, leaving the prerogative up to City Council “whenever the governing body of any city shall deem it expedient.”

Stranko indicated that for any changes made by amendment to the City Charter the public will have a voice in the proceedings of city government, which includes full and effective notice of the proposed amendments and opportunity to comment. The ordinance process allowed by section 8-4-8 of the WV State Code would require the City to run a legal ad, and hold a public hearing. Stranko stated that if there were objections by the public to the Charter amendments via ordinance that a Charter board would be convened involving a 6 month process. Also possible is to put the Charter amendments up for vote by the public in a special election.

According to Stranko, for the most part, the amendments to the Charter were drafted to reflect and formalize the way the City currently does business. He noted the exception to this are 1. The transfer of City Recorder duties to the City Clerk and the elimination of the elected City Recorder position and 2. The introduction of a City Manager and corresponding division of

appointment and supervisory responsibilities between the Mayor, the City Manager and City Council.

Mayor John Manchester stated the intent of the Charter amendments “is to take the pieces of the City Code that have been around for years and to update and create a modification of the charter, to reflect how the City has been operating, and also to make improvements to it for the long term stability.”

COMMUNICATIONS FROM COUNCIL COMMITTEES:

Finance Committee Report

Councilmember Etten reported on the following events of the June 12, 2018 Finance Committee meeting:

- The Literary Festival has submitted a request for a \$6,000 Arts and Humanities Grant from the City of Lewisburg to underwrite the cost of speakers during the August festival to bring Poet Nicki Giovanni and writer Anna Sale to the festival.

Councilmember Etten made a motion to approve the \$6,000 request for an Arts and Humanities Grant from the City of Lewisburg to underwrite the cost of speakers during the August Literary festival to bring Poet Nicki Giovanni and writer Anna Sale to the festival. Councilmember White seconded the motion. With all in favor the motion carried.

- Aaron and Monica Maxwell, representing the Downtown Merchants Association, presented a request in the amount of \$20,000 to increase the online social media presence of Lewisburg using Facebook, Instagram and Twitter.

Councilmember Etten made a motion to approve the request in the amount of \$20,000 to hire a social media manager beginning on July 1, 2018 to promote Lewisburg on Facebook, Instagram and Twitter. Councilmember Blake seconded the motion. With all in favor the motion carried.

APPROVAL OF MINUTES:

May 15, 2018 Regular Session Minutes

Councilmember Etten made a motion to approve the May 15, 2018 regular session with one correction being made on page 5. Councilmember Seams seconded the motion. With all in favor the motion carried.

May 21, 2018 Special Session Minutes

Councilmember Blake made a motion to approve the May 21, 2018 Special Session minutes as presented. Councilmember Etten seconded the motion. With all in favor the motion carried.

COMMUNICATIONS FROM THE MAYOR:

Appointments

Mayor Manchester presented the name of Jason Long to the Building Commission an additional term of five years.

Councilmember Etten made a motion to reappoint Jason Long to the Building Commission for a term to expire on June 30, 2023. Councilmember White seconded the motion. With all in favor the motion carried.

Mayor Manchester presented the name of Skip Deegans to the Historic Landmark Commission for an additional term of three years.

Councilmember White made a motion to reappoint Skip Deegans to the Historic Landmark Commission for a term to expire on June 30, 2021. Councilmember Blake seconded the motion. With all in favor the motion carried.

Mayor Manchester presented the name of Dave Nalker to the Greenbrier County Library for an additional term of five years.

Councilmember Lutz made a motion to reappoint Dave Nalker to the Greenbrier County Library for a term to expire on June 30, 2023. Councilmember Seams seconded the motion. With all in favor the motion carried.

Mayor Manchester presented the name of Roger Vannoy for appointment to the Planning Commission to fill an unexpired term to end on June 30, 2019.

Councilmember Seams made a motion to appoint Roger Vannoy for a term to expire on June 30, 2019. Councilmember Etten seconded the motion. With all in favor the motion carried.

COMMUNICATIONS FROM CITY COUNCIL MEMBERS:

Mayor Manchester announced that Governor Jim Justice has appointed him to serve on the State Complete Streets Advisory Board.

Mayor Manchester announced that Bonita Sienkiewicz will be retiring from the City of Lewisburg on June 27 as the Assistant City Administrator and Personnel Director.

Mayor Manchester asked that Council form an Ad Hoc Committee to hire a replacement for the position of Personnel director. He stated he would like to appoint Councilmember Beverly White, Councilmember Heather Blake and himself to the Committee.

COMMUNICATIONS FROM BOARDS AND COMMISSIONS:

Planning Commission Report

Zoning Officer Chuck Smith reported that because a quorum could not be met a meeting was not held in June. All applications were moved to the July meeting.

Parks Commission Report

Councilmember White reported that because a quorum could not be met a meeting was not held in June.

COMMUNICATIONS FROM THE POLICE DEPARTMENT:

Chief Stover modeled the Police Department's new uniform which was purchased from a local vendor.

COMMUNICATIONS FROM THE FIRE DEPARTMENT:

Chief Thomas gave a review of the May 24th fire at Perrine Apartments in Fairlea. He stated that at the time of the fire, when the department arrived on the scene, the structure was in full blaze, ultimately destroying six apartments on the second floor. He noted the entire building has been condemned. One person was hospitalized for smoke inhalation and 70 residents were displaced.

Thomas distributed and reviewed the monthly incident report for the month of May.

COMMUNICATIONS FROM COUNCIL COMMITTEES CONTINUED:

Finance Committee Report continued

- The Finance Committee recommended approval of Pay request #1 by Angelina Stone and Marble for repointing of the brick on the back façade of City Hall.

Councilmember Etten made a motion to approve Pay Request #1 by Angelina Stone and Marble for the brick repointing on the back façade of City Hall. Councilmember Seams seconded the motion. With all in favor the motion carried.

- The Finance Committee recommended approval of a contract with Wildlife Control Specialties to provide deer removal services at \$100 per deer.

Councilmember Etten made a motion approve a contract with Wildlife Control Specialties to provide deer removal services at \$100 per deer. Councilmember White seconded the motion. With all in favor the motion carried.

- The Finance Committee recommended approval of a contract with Hudnall Wildlife Services to provide services to remove skunks with the same terms and conditions as last year and the addition of the month of February to the contract.

Councilmember Etten made a motion to approve the contract with Hudnall Wildlife Services to provide services to remove skunks with the same terms and conditions as last year and the

addition of the month of February to the contract. Councilmember Blake seconded the motion. With all in favor the motion carried.

- The Finance Committee recommended approval to renew a contract with architect Michael Mills to provide professional services to the Historic Landmark Commission.

Councilmember Etten made a motion to approve the renewal of a contract with architect Michael Mills to provide professional services to the Historic Landmark Commission with the same terms and conditions. Councilmember White seconded the motion. With all in favor the motion carried.

- The Finance Committee recommended to set the funding at 50% for the upcoming year for the Employee Benefits Fund.

Councilmember Etten made a motion to set the funding at 50% for the upcoming fiscal year for the Employee Benefits fund. Councilmember Seams seconded the motion. With all in favor the motion carried.

- The Finance Committee recommended transferring \$200,000 from the General Fund into the Fire Station Construction Fund.

Councilmember Etten made a motion to transfer \$200,000 from the General Fund into the Fire Station Construction Fund. Councilmember Lutz seconded the motion. With all in favor the motion carried.

- The Finance Committee recommended approval of a short term contract with Bonita Sienkiewicz to provide consulting services to the City at a rate of \$25 an hour to train a new personnel director.

Councilmember Etten made a motion to approve a short term contract with Bonita Sienkiewicz to provide consulting services to the City at a rate of \$25 an hour to train the new personnel director. Councilmember Lutz seconded the motion. With all in favor the motion carried.

- The Finance Committee recommended approval of the 2018 Street paving bid from Greenbrier Excavating in an amount not to exceed \$89,100.

Councilmember Etten made a motion to approve the 2018 Street Paving bid in an amount not to exceed \$89,100. Councilmember Lutz 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 June 12, 2018 Public Works Committee meeting:

- Street paving bids were reviewed and recommended to the Finance Committee.
- The unaccounted for water report was given.
- Project reports were reviewed.

- The new Public Works vehicles arrived and a consignment agreement with Enterprise needs to be approved.

Public Safety Committee Report

Councilmember Lutz reported that no meeting had been held.

ADJOURNMENT: Councilmember Lutz made a motion to adjourn the meeting at 8:51 p.m. Councilmember Etten seconded the motion. With all in favor the motion carried.