

Minutes of City Council
May 21, 2019
Regular Session

The Council of the City of Lewisburg met in regular session on Tuesday, May 21, 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 Beatty; Council members, Heather Blake, Mark Etten, Joseph Lutz, Arron Seams and Beverly White, Treasurer Susan Honaker, City Manager Jacy Faulkner, Director of Public Works Roger Pence, Police Chief Chris Teubert, Fire Chief Joseph Thomas, Police Sergeant Jeff Vance, and Zoning Officer Gary Ford.

VISITORS: Reporters Peggy Mackenzie with the Mountain Messenger; Bobby Bordelon with the West Virginia Daily News and Tina Alvey with the Register Herald; Bob Karnes, Will & Anna Laska, Myles Yates, Doug Goodwin, Jamie Hamilton, Greg Belcher, Mark Carver, Bill Biggerstoff, Jody Wooten, Kelly Collins, Ed Johns, Elva & David Leech, Benjamin Napier, Harry Culyer, Martha Hilton, Tim Stranko, John Little, Frank Friedman, David Sisler, Mark Henson, Cassandra Lawson, Sarah Elkins, Debra Hughes, Tom Shannon, Rod Lowe, Mark Carver, Donna Johns, Emil Stalis and Aaron Huffman.

CALL TO ORDER:

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

INVOCATION AND PLEDGE OF ALLEGIANCE:

Recorder Beatty presented the invocation and Council member White led the Pledge of Allegiance.

VISITORS REPORT:

Greenbrier Valley Aquatic Center

Jamie Hamilton, Director of Community & Donor Engagement for the Greenbrier Valley Aquatic Center thanked City Council for supporting the aquatic center by passing a proclamation. He noted when built the aquatic center would represent a great benefit to the community.

Parking on Election Day

Lewisburg resident Mark Carver asked City Council if they would consider reserving a few parking spots in front of City Hall on Election Day in June for voters. Mayor Manchester said “yes”.

COMMUNICATIONS FROM THE MAYOR:

Acceptance of the Retreat Water System

Bob Karnes, a resident of the Retreat on White Rock Mountain thanked Mayor Manchester and City Manager Jacy Faulkner for their help researching the formal acceptance of the Retreat Water System. Mayor Manchester stated the City affirms the water system was accepted by the City.

Greenworks Recycling Contract

City Manager Jacy Faulkner noted that during the process to renew the contract with Greenworks Recycling, City Administration noticed that some clean up needed to happen in order to align the code and the contract. She stated that no substantial changes were made to the contract with the biggest change allowing Greenworks Recycling more flexibility in scheduling pickups.

Councilmember White made a motion to approve the contract with Greenworks Recycling as presented. Councilmember Seams seconded the motion. With all in favor the motion carried.

APPROVAL OF MINUTES:

April 16, 2019

Councilmember Lutz made a motion to approve the April 16, 2019 regular session minutes as presented. Councilmember White seconded the motion. With all in favor the motion carried.

PROCLAMATIONS:

Arbor Day

Recorder Beatty read a portion of a proclamation designating April 29, 2019 as Arbor Day in the City of Lewisburg.

Aquatic Center

Recorder Beatty read a portion of a proclamation supporting the development of a nonprofit Greenbrier Valley Aquatic Center.

RESOLUTIONS:

Resolution 469, General Fund Budget revision #1 for fiscal year 2018-19

Recorder Beatty read the following resolution by title for passage:

RESOLUTION 469

• General Fund Budget Fiscal Year 2019 Revision Number 1

At a regular session of the municipal council held May 21, 2019 the following order was made and entered.

SUBJECT: The revision of the Levy Estimate (Budget) for the General Fund of the City of Lewisburg. The following resolution was offered:

RESOLVED: That subject to approval of the State Auditor as ex officio chief inspector of public office the municipal council does hereby direct the budget be revised PRIOR TO THE EXPENDITURE OR OBLIGATION OF FUNDS FOR WHICH NO APPROPRIATION OR INSUFFICIENT APPROPRIATION CURRENTLY EXISTS., as shown on **budget revision number one**, a copy of which is entered as part of this record.

Councilmember Etten made a motion to approve Resolution 469 as presented. Councilmember Blake seconded the motion. With all in favor the motion carried.

ORDINANCES:

*Ordinance 279, City charter enactment and amendments to codified ordinances,
2nd reading & public hearing.*

Recorder Shannon Beatty read the title of the following ordinance for second reading:

“AN ORDINANCE TO AMEND THE CITY CODE OF THE CITY OF LEWISBURG AS FOLLOWS:”

Mayor John Manchester opened the public hearing at 7:46 p.m., hearing no comment from the public he closed the hearing at 7:47 p.m.

Councilmember Lutz made a motion to approve Ordinance 279 on second reading as presented. Councilmember White seconded the motion. With all in favor the motion carried.

Ordinance 280, recycling services, 2nd reading & public hearing

Recorder Shannon Beatty read the title of the following ordinance for second reading:

“AN ORDINANCE TO AMEND SECTION 945.11(c)(1)
OF THE CODIFIED ORDINANCES OF THE CITY OF LEWISBURG”

Mayor John Manchester opened the public hearing at 7:50 p.m.

Lewisburg resident Aaron Huffman asked what the new schedule for recycling pickup would be. Myles Yates with Greenworks Recycling answered pick up would occur a week on and then a week off. Mayor Manchester stated the schedule was posted on the city website. Hearing no further comments Mayor Manchester closed the public hearing at 7:52.

Councilmember Etten made a motion to approve Ordinance 280 on second reading. Councilmember Blake seconded the motion. With all in favor the motion carried.

Ordinance 283, rezoning, 1369 Jefferson Street North, Doug Goodwin, 1st reading

Recorder Shannon Beatty read the following ordinance by title for first reading:

“AN ORDINANCE TO AMEND THE ZONING MAP OF THE CITY OF LEWISBURG, WEST VIRGINIA, TO CHANGE THE ZONING OF THE **R-1** (TOWN RESIDENTIAL) PARCEL OF LAND DESIGNATED AS GREENBRIER COUNTY, LEWISBURG CORPORATION, TAX MAP 15 PARCEL 119, GREENBRIER COUNTY DEED BOOK 472, PAGE 878, SPECIFICALLY LOCATED AT 1369 JEFFERSON STREET NORTH, MAKING THE PARCEL O-R (OFFICE RESIDENTIAL) (MAP ATTACHED).”

Mayor Manchester noted this came as a recommendation from the Planning commission.

Councilmember Etten made a motion to approve Ordinance 283 on first reading. Councilmember White seconded the motion. With all in favor the motion carried.

Ordinance 281, setting forth rates, fees, and charges to service customers of the Lewisburg waterworks system, 2nd reading and public hearing

- Public hearing on water rate ordinance
- Consideration of amendment to water rate ordinance moving effective date of implementation of Phase 1 to 1/15/2020.
- Consideration on second reading for enactment of water rate ordinance, either as amended or in the original form adopted.

Recorder Shannon Beatty read the title of the following ordinance for second reading:

“AN ORDINANCE SETTING FORTH THE RATES, FEES AND CHARGES FOR SERVICE TO CUSTOMERS OF THE WATERWORKS SYSTEM OF THE CITY OF LEWISBURG.”

Greg Belcher, City engineer with Chapman Technical Group, outlined the scope of six separate projects that are important and must be completed to begin the water system upgrade. They include relocating the City's water intake site two miles upstream of the landfill; upgrading the existing water treatment plant so that pumping time is reduced from 22 hours a day to 8 hours a day; deliver 4,000 gallons of water a minute; replace existing water lines; replace existing tanks; replace the water intake system; add emergency generators and remove intermediate water booster stations to reduce maintenance and operating costs. He noted the upgrade is designed to intake river water at a lower rate when water levels are low. Belcher stated that advertising for bids for all six projects will be done in January of 2020. He said construction should begin within five months of the bids being placed and that construction should be completed within 24 months.

Bond Counsel John Stump stated City Council was proposing a two step rate increase with either August 15 or January 15th being the first rate increase and the second coming at the commencement of the debt service. He noted that a minimum bill change for 2,000 gallons would go from the current \$17.42 to \$23.78 and in the second increase a 2,000 gallon bill would increase to \$30.74. Mayor Manchester stated the last rate increase happened in 2012 and before that in 2002. He noted that the rate increase was a "big hit". Saying "Everybody recognizes that."

Mayor John Manchester opened the public hearing at 8:10 p.m. Council heard several comments from members of the public expressing concern about the increase in the amount of water bills. One local business owner stated he needed clean, available water to run his business. He said that times when the plant is shut down because of a power outage or emergency hurt his business. He expresses support of the upgrade. Many customers concern about elderly or other people on fixed income being able to pay higher water bills.

Mayor Manchester closed the public hearing at 9:00 p.m.

Councilmember Lutz made a motion to amend Ordinance 281 to reflect the date of January 15, 2020 for the first rate increase. Councilmember White seconded the motion. With all in favor the motion carried.

Councilmember Etten made a motion to approve Ordinance 281 as amended. Councilmember Seams seconded the motion. With all in favor the motion carried.

Councilmember Lutz noted that no one wants to raise the rate but that the water plant was at the end of its useful life. He stated that having clean reliable water was important to the community.

Ordinance 282, energy code standards update, 2nd reading & public hearing

Recorder Shannon Beatty read title of the following ordinance by title for 2nd reading:

“AN ORDINANCE TO AMEND THE PRESENT BUILDING CODE OF THE CITY OF LEWISBURG FOUND IN CHAPTER 17 OF THE CODIFIED ORDINANCES OF THE CITY OF LEWISBURG”

Mayor Manchester opened the public hearing at 9:16 p.m. Hearing no comments from the public he closed the public hearing at 9:16 p.m.

Councilmember Etten made a motion to approve Ordinance 282. Councilmember Seams seconded the motion. With all in favor the motion carried.

COMMUNICATIONS FROM COUNCIL COMMITTEES:

No communications were shared.

COMMUNICATIONS FROM BOARDS AND COMMISSIONS:

Planning Commission Report

Zoning Officer Gary Ford reported on the following events of the May 2, 2019 Planning Commission meeting:

- The Planning Commission forwarded approval for a rezoning request from Doug Goodwin 1369 Jefferson Street North

- A meeting will be held on June 6, 2019.

Parks Commission Report

City Manager Jacy Faulkner reported on the following events of the May 7, 2019 Parks Commission meeting:

- A new student liaison from the West Virginia School of Osteopathic Medicine will be attending Parks Commission meetings.
- Possible dog park locations were discussed.
- The Rotary Club has finalized a design for the new scoreboard at Hollowell Park they have agreed to pay for.

COMMUNICATIONS FROM THE POLICE DEPARTMENT:

Chief Teubert announced the Department had responded to 243 calls for service, 140 traffic stops and 32 misdemeanors over the past month.

COMMUNICATIONS FROM THE FIRE DEPARTMENT:

Chief Thomas stated the Fire Department had responded to 97 emergency calls in April. He also noted the Department had undergone dive training and had cleaned the water plant intakes.

COMMUNICATIONS FROM COUNCIL COMMITTEES:

Finance Committee Report

Finance Chair Mark Etten reported on the following events of the May 14, 2019 Finance Committee meeting:

- The Finance Committee recommended approval of an Arts and Humanities grant fund request from the Lewisburg Literary Festival in the amount of \$8,000.

Councilmember Etten made a motion to approve an Arts and Humanities grant fund request from the Lewisburg Literary Festival in the amount of \$8,000. Councilmember Blake seconded the motion. With all in favor the motion carried.

- The Finance Committee recommended approval of an Arts and Humanities grant fund request from Significant Cinema, Inc. in the amount of \$6,300 for an outdoor cinema event to show three free family friendly movies on the lawn at Carnegie Hall throughout the summer months.

Councilmember Etten made a motion to approve an Arts and Humanities grant fund request from Significant Cinema, Inc. in the amount of \$6,300 for an outdoor cinema event to show three free family friendly movies on the lawn at Carnegie Hall throughout the summer months. Councilmember Seams seconded the motion. With all in favor the motion carried.

- The Finance Committee recommended approval of a request from the Elks Lodge in the amount of \$2,000 from the Video Lottery Fund to fill the outdoor pool at the Elks Lodge on Brush Road.

Councilmember Etten made a motion to approve a request from the Elks Lodge in the amount of \$2,000 from the Video Lottery Fund to fill the outdoor pool at the Elks Lodge on Brush Road.

- The Finance Committee recommended approval of the renewal of the Maintenance and Support Agreement with Mountaineer Computer Systems, Inc., choosing option #4 --the discounted annual payment of \$8280 to be paid by May 31, 2019.

Councilmember Etten made a motion to approve the renewal of the Maintenance and Support Agreement with Mountaineer Computer Systems, Inc., choosing option #4 --the discounted annual payment of \$8280 to be paid by May 31, 2019. Councilmember Blake seconded the motion. With all in favor the motion carried.

- The Finance Committee recommended approval of the Civil War Trail Grant pay request number 3 in the amount of \$12,719.70.

Councilmember Etten made a motion to approve the Civil War Trail Grant pay request number 3 in the amount of \$12,719.70. Councilmember White seconded the motion. With all in favor the motion carried.

- The Finance Committee recommended approval of the bid from Greenbrier Excavating and Paving for the paving of Dorie Miller Park parking lot in the amount of \$42,329 and with the understanding that the funds for payment are to come from Coal Severance Funds.

Councilmember Etten made a motion to approve the bid from Greenbrier Excavating and Paving for the paving of Dorie Miller Park parking lot in the amount of \$42,329 and with the understanding that the funds for payment are to come from Coal Severance Funds. Councilmember Seams seconded the motion. With all in favor the motion carried.

- The Finance Committee recommended approval of the following pay scale for the Fire Department employees:

Starting salary for Firefighters would be \$9.50 per hour for applicant with the minimum requirements. With overtime the pay range equates to \$36,000 - \$55,000 annually. Pay would be adjusted based off certifications, training and years of service the applicant has with the department. Firefighter/Mechanics would be eligible for additional increases detailed below. Fire Chief and Fire Chief Aide are considered administrative professionals and are included on the general pay scale.

Firefighter

\$9.50 base salary

EMT (156 Hours)	20 cents per hour
Paramedic (2 college semesters)	25 cents per hour
Fire Fighter 2 (40 hours)	10 cents per hour
Fire Officer 2 (40 hours)	10 cents per hour
Fire Officer 3 (40 hrs. with 80 hrs. homework)	20 cents per hour
Fire Officer 4 (40 hrs. with 80 hrs. homework)	25 cents per hour
40-hour Driver Operator	10 cents per hour
Fire Instructor (40 hrs. with 40-60 hrs. homework)	25 cents per hour
Certified Fire Inspector (Approx. 120 hrs. for cert./20 hrs. per year continuing edu.)	25 cents per hour
Hazmat Technician (40-60 hrs.)	10 cents per hour
Rope Technician (40-60 hrs.)	10 cents per hour
Swift Water Technician (40-60 hrs.)	10 cents per hour
Extrication Technician (40-60 hrs.)	10 cents per hour
Public Safety Diver (120 hrs.)	10 cents per hour
Years of Service with LVFD	2 cents per hour per year

Firefighter/Mechanic

Emergency Vehicle Technician Lead Mechanic	\$3.00 per hour
Emergency Vehicle Technician Assistant	\$1.50 per hour

Fire Chief

\$24.04 - \$33.65 hourly
 \$50,000.00 - \$70,000.00 (annually)

Fire Chief's Aide

\$13.46 - 17.00 hourly
 \$28,000.00 - \$35,360.00 (annually)

Councilmember Etten made a motion to approve the fire department pay scale as presented. Member White seconded the motion. With all in favor the motion carried.

- The Finance Committee recommended approval of the following pay scale for Public Works employees:

Public Works Pay Scale Employee Update

	Proposed	Previous	Yearly Effect
Samuel McMillion, Class II Water Plant Operator	\$14.75	(\$13.35)	\$2,912.00
Ben Hinkle, Laborer II	\$11.50	(\$10.85)	\$1,352.00
Ryan Bostic, Laborer III Mechanic	\$13.80	(\$13.30)	\$1,040.00
Wanda Sanford, Class III Water Plant Operator	\$16.00	(\$15.85)	\$312.00
Travis Howard, Laborer III	\$12.10	(\$12.05)	\$104.00
Pat McCoy, Laborer II	\$11.50	(\$11.02)	\$998.40
Johnny Sofil, Laborer III Equipment Operator	\$13.85	(\$13.50)	\$728.00

Total: \$7,446.40

Yearly budget impact total From March Council Meeting: \$11,488.00

Actual total yearly budget impact:

\$18,934.40

Councilmember Etten made a motion to adopt the Public Works pay scale employee update as presented listing the names and amounts. Councilmember Seams seconded the motion. With all in favor the motion carried.

Director of Public Works Roger Pence reported on the following events of the May 14, 2019 Public Works Committee meeting:

- Dorie Miller Parking lot bids were reviewed and a recommendation was sent to the Finance committee.
- An unaccounted for water report was presented.
- Public Works project updates were presented.

Public Safety Committee Report

Public Safety Chair Joseph Lutz reported on the following events of the May 3, 2019 Public Safety Committee meeting:

- The proposed hiring of additional Fire Department employees was discussed and the discussion item was placed on the Finance Committee agenda for May.

ADJOURNMENT:

Councilmember Lutz made a motion to adjourn the meeting at 9:54 p.m. Councilmember Etten seconded the motion. With all in favor the motion carried.