

City of Lewisburg
Paul R. Cooley Council Chamber
942 Washington Street, West
Lewisburg, West Virginia 24901
Finance Committee Meeting Minutes
December 10, 2019

Present: Finance Committee Members: Chairman Mark Etten, Mayor Beverly White, Sarah Elkins, Heather Blake, Arron Seams, Josh Edwards, Treasurer, Susan Honaker
City Manager Jacy Faulkner, Police Chief Chris Teubert, Fire Chief Joseph Thomas, Public Works Director Roger Pence, Planning & Zoning Director Gary Ford, Finance Assistant, Susan Nutter.

Visitors: Josh Baldwin and Russell Williams from Significant Cinema, Larry Levine from Lewis Theatre, Ivy Coheurnour from Carnegie Hall, for the Significant Cinema Video Lottery Grant Request; Suzanne Perilli for the Greenbrier Valley Home and Garden Tour.

Call To Order: Chairman Etten called the December 10, 2019, Finance Committee meeting to order at 7:00 pm.

Arts & Humanities Grant Requests:

- A. **Significant Cinema** – Josh Baldwin presented the grant request of \$6,000 for showing three summer outdoor movies on the lawn of Carnegie Hall. He reported the success of the showings last summer and the interest of the community to continue this event. Discussion ensued with many comments supporting the event.

Member Edwards made a motion to recommend to City Council to award the Arts & Humanities Funding Program grant request of \$6,900 to Significant Cinema. Mayor White seconded the motion. With all in favor the motion carried.

- B. **Greenbrier Valley Home and Garden Tour** – Suzanne Perilli presented a request for a grant in the amount of \$3,150 for the Greenbrier Valley Home and Garden Tour advertising costs. Discussion ensued regarding the various advertising sources that will be used. Ms. Perilli stated that it would be mostly newspaper advertising but also some social media sources.

Member Blake made a motion to recommend to City Council to award the Greenbrier Valley Home and Garden Tour the Arts & Humanities Funding Program grant request in the amount of \$3,150. Member Seams seconded the motion. With all in favor the motion carried.

- C. **Shanghai Parade** - City Manager Faulkner presented the grant request for the Shanghai Parade for the amount of \$900. Discussion ensued regarding the support from the State Fairs & Festivals group and the interest and participation of the community in the parade.

Member Seams made a motion to recommend to City Council to approve the Arts & Humanities Funding Program grant to the Shanghai Parade in the amount of \$900. Member Elkins seconded the motion. With all in favor the motion carried.

Civil War Trail Closeout and Pay Application No. 6: Chairman Etten commented that a letter from the state has indicated that the taxes have been levied and paid and everything seems to be in order for the final payout of the Civil War Trail Project. Director Pence added that the school has requested signage be installed to indicate school property. He also stated that blockage would also be installed to deter vehicle traffic on the trail. Chairman Etten inquired about the funding of these additional items. Director Pence replied that there are sufficient funds available for these final items to be completed. Discussion ensued.

Mayor White made a motion to recommend to City Council to accept the Civil War Trail Closeout and Pay Application No. 6 in the amount of \$12,969.53 as presented. Member Blake seconded the motion. Additional discussion ensued with Member Edwards inquiring about the funding of the Civil War Trail. Chairman Etten, and Director Pence explained the state matching Safe Routes to School grant program. Discussion continued among the members regarding safety of the children walking to school and if it was allowed for them to walk to school. With all in favor the motion carried.

SCADA Upgrade/Modernization and Expansion Bid Approval: Director Pence presented a detailed update on the SCADA upgrade/modernization for the Retreat Subdivision. The Public Works Committee recommends DR Controls, LLC to provide the upgrade and modernization for the Retreat Subdivision. Discussion ensued.

Member Blake made a motion to recommend to City Council to accept the DR Controls, LLC bid for the SCADA Upgrade/Modernization and Expansion of the Retreat Subdivision in the amount of \$38,742.11. Mayor White seconded the motion. With all in favor the motion carried.

General Fund Budget Fiscal 2020 Revision No. 1: Treasurer Honaker recommended to table this item for additional fire department budget revisions. Chairman Etten requested to review the current budget revisions. Treasurer Honaker presented the revisions. Discussion ensued.

Member Elkins made a motion to table action on the General Fund Budget Fiscal Revision No. 1 until City Council meeting on December 17, 2019. Member Seams seconded the motion. With all in favor the motion carried.

Fire Station Relocation Discussion: City Manager Faulkner and Fire Chief Thomas presented an update of the relocation of fire station #1. Discussion ensued regarding the need for a new building for fire station #1 due to the fact of the condition of the current building. Also discussed was the ongoing search for the best location and suitable property to purchase.

No action was required on this Item.

Future New Revenue Source(s) Discussion: City Manager Faulkner presented options of new revenue sources such as a sales tax and increased B&O tax to help fund the relocation and

building of a new fire station. Discussion ensued regarding the state regulations on implementing a sales tax and increasing B&O tax.

No action was required on this Item.

Communications from Members:

No communications were expressed from members.

Approval of Minutes:

November 12, 2019

Mayor White made a motion to approve the November 12, 2019 minutes as presented with correction to the motion on incentive pay to reflect the motion was seconded by Member Blake not by Member Elkins. Member Blake seconded the motion. With all in favor the motion carried.

Adjournment:

Member Seams made the motion to adjourn the meeting. Member Edwards seconded the motion. With all in favor the meeting was adjourned at 8:30 pm.

Respectfully Submitted,
Susan Nutter