

Lewisburg City Council
Meeting Minutes
Via Zoom Teleconference meeting
April 21, 2020
7:30 p.m.

PRESENT: Recorder Shannon Beatty; Mayor Beverly White; City Council members Arron Seams, Joshua Edwards, Sarah Elkins, Mark Etten, Heather Blake; City Manager Jacy Faulkner; Assistant City Manger Misty Hill, Treasurer Susan Honaker, Zoning Officer Cunningham, Fire Chief Thomas and Chief of Police Chris Teubert.

VISITORS: Peggy Mackenzie.

CALL TO ORDER: Mayor White called the meeting to order at 7:30 p.m.

APPROVAL OF MINUTES:

March 17, 2020 Regular Session Minutes

Councilmember Elkins made a motion to approve the March 17, 2020 regular session minutes as corrected. Councilmember Blake seconded the motion. With all in favor the motion carried.

VISITOR'S REPORTS:

No reports were given.

COMMUNICATIONS FROM THE CITY MANAGER:

Monthly Report

Stated that business was being carried on at City Hall with modified operations for now because of the Covid-19 pandemic. She noted that essential staff at City Hall were taking care of everything via email and phone. She stated that water customers several options for making payments. The stated the Public Works Department was operating using a rotating schedule with only one employee being allowed in a vehicle at a time to adhere to social distancing.

Faulkner indicated that Zoning Officer Marsha Cunningham was working from home taking applications for building permits. She noted the City had received 17 building permits since City Hall closed to the public. Faulkner reported that the City has been in contact with applicants for all Boards and Commissions.

City Manager Faulkner thanked City Treasurer, Susan Honaker for her hard work over the past month while City Hall was shut down to the public during the pandemic.

Faulkner stated she had received only a few complaints overall about the closure to the public, and a number of calls that indicated to her that the public was confused about the City's role in enforcing the Governor's guidelines. Councilmember Etten asked Faulkner to describe the types of complaints the City has been receiving during this time.

People have called asking the City to break up groups of people gathering at their properties and businesses, and that is not something that we can enforce. She also noted that people have called to complain about limitations with the trash service that have been implemented by the trash carrier under Public Service Commission guidelines. They have stated during the Stay at Home Order they will not pick up bulky items that are not bagged. Citizens are under the impression the trash service is provided by the City when in fact it is carried out by Greenbrier Valley Solid Waste, Inc. She noted that a similar complaint has been called in by citizens regarding the curbside recycling program which is carried out by Greenworks Recycling and not the City. Greenworks has temporarily suspended curb side pick up during the pandemic. She also noted the Mayor had received a few calls asking her to reopen the City despite the Governor's Stay at Home order. Councilmember Elkins stated that citizens could take their recycling items to the recycling center as the center was available for drop off.

Etten stated it seemed like Faulkner was handling the complaints and he did not think City Council needed to take any action.

City Manager Jacy Faulkner stated the Water Plant, Police and Fire Departments are still working as per usual. She noted she appreciated them now more than ever.

Councilmember Blake inquired about the covering of the trash cans downtown, and whether or not this was creating issues like increased littering. Faulkner stated they had been covered to discourage the public from congregating downtown during the Governor's Stay at Home Order. Faulkner stated that Public Works crews are checking the trash cans and the downtown area every few days, and we will continue to monitor that situation.

Lay the Levy

City Manager Faulkner announced the levy rates and opened the floor for comment and discussion from the public during the public hearing. Hearing no comment from the public, the hearing was closed.

Councilmember Etten made a motion to officially lay the levy for the General Fund.

The rates are as follows: Regular current levy rates: Class I \$0.125/\$100 valuation Class II \$0.250/\$100 valuation Class IV \$0.500/\$100 valuation

Excess current levy rates: Class I \$.0625/\$100 valuation Class II \$.125/\$100 valuation Class IV \$.25/\$100 valuation Councilmember Edwards seconded the motion. With all in favor the motion carried.

City Hall Roof Replacement

City Manager, Jacy Faulkner, stated that a bid opening was held for City Hall's Roof Replacement. The City received four bids for the City Hall roof replacement project. The low bidder was Harris Brother's Roofing for \$137,500. Faulkner noted the City had budgeted \$156,000 for this project in total. She asserted that with the added asbestos testing and Chapman Technical Group's engineering fees the total project cost came in at \$159,465. She noted this was slightly over budget, but did not recommend re bidding the project. She also noted that the initial report indicated that no asbestos was present.

Councilmember Edwards made a motion to award the City Hall Roof Replacement project to Harris Brothers for \$137,500. Councilmember Elkins seconded the motion. With all in favor the motion carried.

Police Department Vehicle Lease Purchase

Faulkner stated the purchase of this vehicle directly related the hiring of an additional officer recently approved by City Council. She stated the City was looking at a 5 or 3 year lease to own option with Country Road Leasing. Councilmember Etten asked why the vehicle being considered was a Durango instead of the usual sedan type vehicle. Police Chief Teubert answered because only three police vehicle packages (Durango, Explorer and Charger) were being offered through the state contract during the Covid-19 pandemic. Because of the pandemic, the State Contract for the Charger is months behind. Between the Durango and Explorer, the Durango is the next lowest bid for price. He noted the choice of Durango is based solely on availability.

Councilmember Etten made a motion to accept the three year lease to purchase option with Country Roads Leasing for a Dodge Durango at a cost of \$41,000. Councilmember Blake seconded the motion. With all in favor the motion carried.

Police Cruiser Video Recording Device Purchase

Chief Teubert would like to pilot the use of a new body cam system that is compatible with our current technology. Chief Teubert stated that the body cam equipment would be installed in Deputy Chief Vance's vehicle because he would be the officer driving the new vehicle.

To test out this new product would be a total cost of \$6,608, only a small amount more than the regular system installed in the other vehicles. Pros and cons of body cam systems were discussed. Councilmember Joshua Edwards said he supported the use of body cam devices for police officers. "It's a wonderful tool for law enforcement and public safety,"

he said, that visually and transparently demonstrate that most law enforcers act appropriately in the field.

Councilmember Edwards made a motion to approve the purchase and installation of a body cam on the new police vehicle at the cost of \$6,608. Councilmember Seams seconded the motion. Councilmember Etten noted the price included year two and three support and licensing fees on the devices.

With all in favor the motion carried.

Lee Street and Fire Station #2 paving bid approval

Faulkner stated two paving bids were received for Lee Street and Fire Station #2 parking area. The low bid came from Greenbrier Excavation for \$55,466.

Councilmember Etten made a motion to approve the low bid from Greenbrier Excavation for \$55,466. Councilmember Blake seconded the motion. With all in favor the motion carried.

Fairlea Water Tank Waterline Replacement

The Fairlea Water Tank project required a change order to adjust for final quantities, which means a total cost increase of \$4,150 to the contract. The project has been inspected by the engineer and by City crews, and is completed.

Councilmember Etten made a motion to approve the \$4,150 change order for the Fairlea Water tank project. Councilmember Edwards seconded the motion. With all in favor the motion carried.

Councilmember Elkins made a motion to approve the pay application for the Fairlea Water Tank waterline replacement project in the amount of \$95,305 (total reflecting the Change Order). Councilmember Seams seconded the motion. With all in favor the motion carried.

COMMUNICATIONS FROM THE MAYOR:

Thanked everyone for following the Governor's Stay at Home Order. She stated she hoped everyone stayed safe and well. She noted she appreciated the city employees.

Mayor White stated it was Child Abuse Awareness Month and encouraged citizens to think about the children.

She noted that Lewisburg's census response was at 49.5% up two percent from the previous week.

COMMUNICATIONS FROM CITY COUNCIL MEMBERS:

Councilmember Etten encouraged citizens to complete their census survey, and spoke to the ease of the online system.

Councilmember Elkins stated it had been a year since she had ran for office. She noted that when she ran for office she had promised several citizens that she would do what she could to see if City Council would pass an ordinance allowing chickens in the City limits. She stated she would do some research and would bring information back to City Council about the issue. City Manager Faulkner stated it might be a good time to also look at other issues regarding animals in the city such as cats, which we have routine complaints about. She noted she would talk to Christy DeMuth with WVU law who is currently working on updating the City Zoning Ordinances. It was decided that this would be placed on May's agenda for discussion.

COMMUNICATIONS FROM THE POLICE DEPARTMENT:

Police Chief Tuebert stated the Police Department was doing a good job responding to the pandemic. He noted that calls had dropped in April because people are generally staying at home. He referred Council to his report in the packet, and offered to answer any questions.

COMMUNICATION FROM THE FIRE DEPARTMENT:

Fire Chief Thomas reported the Fire Department had answered 96 calls for service. He also noted the Department had applied for a Hazmat Homeland Security Grant. He stated the Chief's aide had resigned on April 10 to take a job as a correctional officer. He said the interdepartmental applications for the position were being taken.

ADJOURNMENT:

Councilmember Seams made a motion to adjourn the meeting at 8:44 p.m.
Councilmember Etten seconded the motion. With all in favor the motion carried.