

Minutes of City Council

April 18, 2023

Regular Session

The Council of the City of Lewisburg met in regular session on Tuesday, April 18, 2023 at 7:00 p.m. in the Paul R. Cooley Council Chambers at 942 Washington St. West, Lewisburg, WV also available VIA a Zoom Teleconference call.

PRESENT: Mayor Beverly White, Councilmembers, Sarah Elkins, John Little, Franklin Johnson, Valerie Pritt (via ZOOM) & Arron Seams; City Manager Misty Hill, Treasurer Susan Honaker, Police Chief Chris Teubert, Director of Public Works Tony Legg and Fire Chief Joey Thomas.

ABSENT: City Clerk Shannon Beatty

VISITORS: Reporter Carolyn Cleaton with the WV Daily News (ZOOM), Reporter Sarah Richardson with the Mountain Messenger (ZOOM); Alicia and Mack McIntire.

CALL TO ORDER:

Mayor White called the meeting to order at 7:00 p.m.

ORDINANCE:

Ordinance 317

Treasurer Susan Honaker read the title of Ordinance 317 for second reading:

“AN ORDINANCE OF THE COUNCIL OF THE CITY OF LEWISBURG APPROVING AND ADOPTING THE 2023 REPLACEMENT PAGES TO THE CODIFIED ORDINANCES OF THE CITY OF LEWISBURG.”

Mayor White opened a public hearing regarding Ordinance 317, hearing no comments from the public she closed the public hearing.

Councilmember Elkins made a motion to approve Ordinance 317 as presented on second reading. Councilmember Seams seconded the motion. With all in favor the motion carried.

Ordinance 318

Treasurer Honaker read the title of Ordinance 318 for first reading:

“AN ORDINANCE TO AMEND THE CITY OF LEWISBURG’S FLOODPLAIN ORDINANCE.”

Councilmember Elkins made a motion to approve Ordinance 318 on first reading. Council member Seams seconded the motion. With all in favor the motion carried.

RESOLUTION:

Resolution 514, Water System Improvement Project Pay Request #10

The title of Resolution 514 was read for passage:

“RESOLUTION OF THE CITY OF LEWISBURG APPROVING INVOICES RELATING TO SERVICES FOR THE WATER SYSTEM IMPROVMENTS PROJECT AND AUTHORIZING PAYMENT THEREOF.”

Councilmember Seams made a motion to approve Resolution 514. Councilmember Elkins seconded the motion. With all in favor the motion carried.

Resolution 513, Public Works Building Pay Request #3

The title of Resolution 513 was read for passage:

“RESOLUTION OF THE CITY OF LEWISBURG APPROVING INVOICES RELATING TO SERVICES FOR THE PUBLIC WORKS BUILDING CONSTRUCTION AND AUTHORIZING PAYMENT THEREOF.”

Councilmember Seams made a motion to approve Resolution 513. Councilmember Johnson seconded the motion. With all in favor the motion carried.

PROCLAMATION:

Arbor Day

Mayor White read a proclamation designating April 28, 2023 as Arbor Day in Lewisburg.

Celebrate Osteopathic Medicine Week

Mayor White read a proclamation announcing the week of April 17-23 as Celebrate Osteopathic Medicine Week in Lewisburg.

Sexual Assault Awareness Week

Mayor White read a proclamation designating the month of April as Sexual Assault Awareness Week in Lewisburg.

Children’s Memorial Flag Day

Mayor White read a proclamation proclaiming Friday, April 28, 2023 as Children’s Memorial Flag Day in Lewisburg.

COMMUNICATIONS FROM THE MAYOR:

No communications were given.

COMMUNICATIONS FROM THE CITY MANAGER:

Water System Construction on Greenbrier River Trail

City Manager Hill reported the City has had issues with pedestrians, cyclists and people riding horses on the small portion of the Greenbrier River Trail between Caldwell and Harper (Hopper) Road despite the fact the trail is still closed because of construction ongoing with the water system. She noted that some of the silt fences surrounding construction areas had been vandalized. She mentioned the City might have to post employees or hire a security team to monitor the area until the trail is re-opened later this summer.

Water System construction of water lines in downtown Lewisburg

City Manager Hill stated that construction work of the water lines related to the water system upgrade will continue to happen downtown. She noted there will be delays and inconveniences to motorists while construction occurs. She asked that motorists and citizens be patient and kind until construction is complete.

Public Works Building Construction update

City Manager Hill stated that digging should begin on the footers for the new Public Works building in the next two weeks.

Lay the Levy

City Manager Hill announced the levy rates:

The rates are as follows: Regular current levy rates: Class I .12.5/\$100 valuation, Class II .25.000/\$100 valuation and Class IV .50.000/\$100 valuation

Excess current levy rates: Class I .6.25/\$100 valuation, Class II .12.500 /\$100 valuation and Class IV .25.000/\$100 valuation.

City Council did not have any comments from the public regarding the laying of the levy.

Councilmember Seams made a motion to officially lay the levy for the General Fund. Councilmember Johnson seconded the motion. With all in favor the motion carried.

Appointment of Election Officials

Councilmember Elkins made a motion to approve the appointment of the list of election officials for the June 13, 2023 Municipal Election allowing City Clerk Beatty to find replacement poll workers if it proves necessary. Councilmember Seams seconded the motion. With all in favor motion carried.

Water System Improvement Project Change Order #8, Orders Construction

City Manager Hill explained that the change order was necessary because more materials were required to construct the road since it was being created over a creek bed and extra materials were needed to build up the road higher than the creek.

Councilmember Seams made a motion to approve Changer Order #8 with Orders Construction. Councilmember Johnson seconded the motion. With all in favor the motion carried.

Employee Appreciation Luncheon

Councilmember Seams made a motion to approve a quote from Jim's Drive In in the amount of \$600 to provide food for the employee appreciation luncheon on June 14, 2023 and a quote in the amount of \$42 from Wal-Mart for cupcakes for the employee luncheon; allowing employees to leave work for the day when the picnic is over. Councilmember Elkins seconded the motion. With all in favor the motion carried.

Councilmember Elkins made a motion to approve a quote for engraved Yeti cups from RIPCO in the amount of \$3,605 for the employee appreciation luncheon on June 14, 2023. Councilmember Johnson seconded the motion. With all in favor the motion carried.

COMMUNICATIONS FROM BOARDS AND COMMISSIONS:

Planning Commission Report

Planning Commission President Little reported on the following events of the April 6, 2023 Planning Commission working session meeting:

- The Planning Commission recommended approval of a conditional use permit to operate a three-bedroom plus Air BnB at 163 Randolph Street.

Planning Commission Chair Little opened the floor for discussion during a public hearing regarding the request to operate a three bedroom plus Air BnB at 163 Randolph Street by Lindsay Moran. Hearing no comments, the public hearing was closed.

Councilmember Johnson made a motion to approve the request to operate a three bedroom plus Air BnB at 163 Randolph Street by Lindsay Moran. Councilmember Elkins seconded the motion. With all in favor the motion carried.

COMMUNICATIONS FROM CITY COUNCIL MEMBERS:

A discussion was held regarding the regulation of Air BnBs and the sidewalk on Feamster Road.

COMMUNICATIONS FROM THE POLICE DEPARTMENT:

Mayor White stated that a copy of Chief Teubert's report had been included in the information packet and asked if City Councilmembers had any questions for Chief Teubert.

COMMUNICATIONS FROM THE FIRE DEPARTMENT:

Mayor White stated that a copy of Chief Thomas's report had been included in the information packet and asked if City Councilmembers had any questions for the Chief.

COMMUNICATIONS FROM COUNCIL COMMITTEES:

Finance Committee Report

Finance Chair Arron Seams reported on the following items of interest from the April 11, 2023 Finance Committee meeting:

Arts and Humanities Fund request from the Lewisburg Literary Festival

- The Finance Committee recommended approval of an Arts and Humanities Fund request from the Lewisburg Literary Festival in the amount of \$3,000 for speakers for the festival.

Councilmember Seams made a motion to grant \$3,000 to the Lewisburg Literary Festival for speakers for the 2023 Lewisburg Literary festival. With five (5) in favor and one (1) abstention (Elkins) the motion carried.

Arts and Humanities Fund request from the Greenbrier Valley Chorale

- The Finance Committee recommended approval of an Arts and Humanities Fund request from the Greenbrier Valley Chorale in the amount of \$1,500 for a 30th anniversary spring concert to help with costs for artistic fees for guest instrumentalists and soloists, advertising and printing costs for programs.

Councilmember Seams made a motion to approve an Arts and Humanities Fund request from the Greenbrier Valley Chorale in the amount of \$1,500 for a 30th anniversary spring concert to help with costs for artistic fees for guest instrumentalists and soloists, advertising and printing costs for programs. Councilmember Elkins seconded the motion. With all in favor the motion carried.

Water Leak Adjustment Policy Update

Councilmember Seams made a motion to approve an update to the water leak adjustment policy as presented. Councilmember Johnson seconded the motion. With all in favor the motion carried.

Pay Scale Update with Related Salary Increases

Councilmember Seams made a motion to approve the pay scale update with related salary increases as presented:

		Proposed Salary	Proposed Hourly Rate	Increase	Proposed Job Title if changing
ROCK	DEFIBAUGH	\$33,488.00	\$16.10	\$1.90	no change
JASON	HANNA	\$41,600.00	\$20.00	\$1.46	GIS Technician
DONALD	HINKLE	\$33,488.00	\$16.10	\$2.00	no change
RICKY	JOHNSON	\$45,760.00	\$22.00	\$1.05	no change
TYLER	LEMONS	\$34,736.00	\$16.70	\$1.00	no change
PATRICK	MCCOY	\$33,488.00	\$16.10	\$2.00	no change
JOHN	MCMILLION	\$34,320.00	\$16.50	\$1.40	Laborer III /Technician
JOHNNY	SOFIL	<u>\$36,296.00</u>	\$17.45	\$1.00	no change

Councilmember Johnson seconded the motion. With all in favor the motion carried.

Water Fund Budget Fiscal Year 2024

Councilmember Seams made a motion to approve the Water Fund Budget for Fiscal Year 2024 as presented. Councilmember Johnson seconded the motion. With all in favor the motion carried.

PUBLIC WORKS DEPARTMENT REPORT:

Mayor White stated that a copy of the Public Work’s Director Legg’s report had been included in the information packet and asked if City Councilmembers had any questions for the Director.

VISITORS REPORT:

Mack McIntire/Accessibility Issue

Mack McIntire spoke to City Council about ADA accessibility issues in the downtown area. He shared a model he created showing some ways to create access for those with disabilities. He also stated that if building owners completed accessibility compliance measures on their properties they could be eligible for tax credits using IRS tax form 8826.

APPROVAL OF MINUTES:

March 21, 2023 Regular Session City Council Meeting Minutes

Councilmember Seams made a motion to approve the March 21, 2023 regular session City Council meeting minutes with a correction on page 5. Councilmember Elkins seconded the motion. With all in favor the motion carried.

ADJOURNMENT:

Councilmember Seams made a motion to adjourn the meeting at 8:39 p.m. Councilmember Elkins seconded the motion. With all in favor the motion carried.