

Minutes of City Council

December 19, 2023

Regular Session

The Council of the City of Lewisburg met in regular session on Tuesday, December 19, 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, City Manager Misty Hill, Councilmembers, Sarah Elkins, Franklin Johnson, John Little and Valerie Pritt; City Clerk Shannon Beatty, Police Chief Christopher Teubert, Director of Public Works Tony Legg and Treasurer Susan Honaker

ABSENT: City Councilmember Arron Seams

VISITORS: Reporter Carolyn Cleaton with the WV Daily News (ZOOM), Reporter Sarah Richardson with the Mountain Messenger (ZOOM); Amanda Butler, Kimberly Butler, Brian Lopez, Nicole Faulk, Mike Renner, Adrienne French, Clay Elkins, Tad Elkins, Ben & Callie Issenberg, Paula Janiga, Max Hammer, Ross & Meredith Gherman.

CALL TO ORDER:

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

RESOLUTION:

Resolution 537, Water System Project pay request 19

City Clerk Beatty read the title of Resolution 537 for passage:

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

Councilmember Pritt made a motion to approve Resolution 537 in the amount of \$3,154,379.91 for passage. Councilmember Johnson seconded the motion. With five (5) in favor and one (1) absent (Seams) the motion carried.

Resolution 538, Public Works Building Project pay request 10

City Clerk Beatty read the title of Resolution 538 in the amount of \$358,290.00 for passage:

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

Councilmember Elkins made a motion to approve Resolution 538 in the amount of \$358,290.00 Councilmember Pritt seconded the motion. With five (5) in favor and one (1) absent (Seams) the motion carried.

COMMUNICATIONS FROM THE MAYOR:

Mayor White wished everyone a happy and healthy Christmas and New Year holiday.

Mayor White read a thank you note the City had received from Staff Chair Scott Maxwell from the WV School of Osteopathic Medicine for the cross walk that City crews had installed on Lee Street.

COMMUNICAITONS FROM THE CITY MANAGER:

Technical Assistance Grant for Dorie Miller Park pump track

Clay Elkins and Nicole Faulk from the Greenbrier Valley Off-Road Biking Association gave a presentation outlining the mission of their organization to create, enhance and preserve trail experiences for bikers in the Greenbrier Valley and Lewisburg and to nurture a bicycle friendly community through cycling awareness, safety advocacy and promotion of bicycling for fun, fitness and transportation. The Greenbrier Valley Off-Road Biking Association would like to apply for a grant from the West Virginia Recreational Economies Initiative administered by Partner Community Capital for \$30,000 to be used to obtain construction documents to build a bike park at Dorie Miller Park. They are asking the City of Lewisburg to submit a letter of support and act as a pass through entity for the grant funds.

Councilmember Pritt made a motion to authorize the City of Lewisburg to submit a letter of support to the Greenbrier Valley Off-Road Biking Association and act as a pass through entity to apply for grant funds from the West Virginia Recreational Economies Initiative administered by Partner Community Capital in the amount of \$30,000 to be used to obtain construction documents to build a bike park at Dorie Miller Park. Councilmember Johnson seconded the motion. With four (4) in favor, one abstention (Elkins) and one (1) absent (Seams) the motion carried.

Greenbrier East High School Choir, Video Lottery funding request

Amanda Butler with the Greenbrier East Band presented two Video Lottery funding requests, \$4,000.00 for the All-State Choir for hotel accommodations and \$3,000.00 for the National Competition trip to Charlotte, NC for bus transportation. Butler stated that a donation that would have covered these two trips from a donor fell through at the last moment.

Councilmember Elkins made a motion to fully fund the two Video Lotter Funding requests from the Greenbrier East High School band as presented; \$4,000.00 for the All-State Choir and \$3,000.00 for the National Competition. Councilmember Pritt seconded the motion. With five (5) in favor and one (1) absent (Seams) the motion carried.

Enterprise Lease of Vehicles-Public Works

City Manager Hill stated that agenda item was tabled at the December Finance Committee meeting to gather more information. Treasurer Honaker stated money was included in the budget for these leases.

Councilmember Little made a motion to authorize Mayor White to sign an agreement and buy out the following leases from Enterprise:

2018 RAM 1500 3C6JR7DG44781 (PARKS) Unit 1
2018 RAM 1500 3C6JR7DG4JG244782 (STREETS) Unit 2
2018 Nissan Frontier 1N6ADOCW7N76694 (WATER) Unit 6 with an estimated pay off of \$3,252 for the above three vehicles.

Councilmember Elkins seconded the motion. With five (5) in favor and one (1) absent (Seams) the motion carried.

Councilmember Johnson made a motion to authorize Mayor White to sign a lease agreement with Enterprise to replace a 2018 RAM 3500 Chassis (WATER) with a 2023 RAM 5500 Tradesman with a utility bed with a current annual payment of \$5,366.88 and an estimated new payment of \$6,734.28 for an increase of \$1,367.40. With five (5) in favor and one (1) absent (Seams) the motion carried.

The following three Enterprise leases have a current annual payment of \$13,560 with an estimated new payment of \$17,280 for an increase of \$3,720.00:

Councilmember Little made a motion to replace a 2018 RAM 2500 (unit 3) with a 2023 RAM 1500 (water) and to authorize Mayor White to sign the Enterprise agreement. Councilmember Elkins seconded the motion. With five (5) in favor and one (1) absent (Seams) the motion carried

Councilmember Little made a motion to replace a 2018 Nissan Frontier (Unit 4) with a 2024 Nissan Frontier (Parks) and to authorize Mayor White to sign the Enterprise agreement. With five (5) in favor and one (1) absent (Seams) the motion carried

Councilmember Little made a motion to replace a 2020 Ford Ranger (unit 6) with a 2024 Nissan Frontier (Water) and to authorize Mayor White to sign the Enterprise agreement. With five (5) in favor and one (1) absent (Seams) the motion carried

Councilmember Little made a motion to replace a 2004 Ford F250 with a 2023 F450 Chassis with a flatbed (Streets) with a down payment of \$2,132.00 and an annual lease of \$16,099.32 and to authorize Mayor White to sign the Enterprise agreement. Councilmember Pritt seconded the motion. With five (5) in favor and one (1) absent (Seams) the motion carried

Arts and Humanities Funding – Greenbrier Historical Society – Shanghai Parade 2024

Councilmember Little made a motion to approve the Arts & Humanities funding request from the Greenbrier Historical Society on behalf of the Shanghai Parade in the amount of \$1,500. Councilmember Johnson seconded the motion. With five (5) in favor and one (1) absent (Seams) the motion carried

Water System Improvement Change Order 6-2 Contractor J.F. Allen Company, Contract #6

Councilmember Little made a motion to approve the water system improvement change order 6-2 with contractor J.F. Allen Company Contract #6 in the amount of \$33,354.16 as presented. Councilmember Pritt seconded the motion. With five (5) in favor and one (1) absent (Seams) the motion carried

Mon Power, easement for West Parking lot

City Manager Hill stated this item had been tabled at the Finance Committee meeting pending a meeting with City Attorney Tom White, Paula Janiga, Mon Power representatives and City Manager Misty Hill. Attorney White has vetted and approved the easement.

Councilmember Elkins made a motion to approve the Mon Power easement for the West Parking Lot as presented. Councilmember Johnson seconded the motion. With five (5) in favor and one (1) absent (Seams) the motion carried

- City Manager Hill stated she and Director of Public Works Legg had attended a water construction project update meetings at the Water Plant on December 19. She noted the intake is having issues and the Yates Tank is scheduled to be completed in January. Crews should be finishing up on Dwyer Lane soon. The City did not receive permission from the DOH to conduct an open cut on Holt Lane.
- City Manager Hill continues to work with Michael Mills on the wayfinding signage project. He will be visiting Lewisburg in January to check sign sites for utilities and measure for sign placement.

COMMUNICATIONS FROM BOARDS AND COMMISSIONS:

Planning Commission Report

Councilmember Pritt reported on the following events of the December 7, 2023 Planning Commission meeting:

- The Planning Commission recommended approval of a conditional use permit for a three plus bedroom Air BnB for Franklin Johnson at 395 Maple Street.

Councilmember Johnson recused himself from the meeting.

Mayor White opened a public hearing at 8:01 p.m. for a conditional use permit for a three plus bedroom Air BnB for Franklin Johnson at 395 Maple Street. Hearing no comments from the public she close the public hearing. Councilmember Pritt made a motion to approve a conditional use permit for a three plus bedroom Air BnB for Franklin Johnson at 395 Maple Street. Councilmember Elkins seconded the motion. With four (4) in favor and one (1) recused (Johnson) and one (1) absent (Seams) the motion carried.

- Councilmember Pritt stated the Planning Commission members had received an email from Zoning Officer Marsha Cunningham on December 19, 2023 containing the final draft of the Zoning Ordinance update. She stated there will not be a Planning Commission meeting in January and that the Planning Commission would meet in February to review the final draft of the Zoning Update.

COMMUNICATIONS FROM CITY COUNCIL MEMBERS:

- Councilmember Pritt stated it had been a fun year working with everyone.
- Councilmember Johnson stated he had learned a lot and had to come to appreciate the work the different departments does for the City. He stated he did not realize what everyone did until he became a Councilmember.

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. Chief Teubert thanked City Council for their support of the Police Department and for the end of year bonus.

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 Councilmember had any questions for Chief Thomas. Chief Thomas thanked City Council for their support and for the end of the year bonus.

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.

APPROVAL OF MINUTES:

Regular Session, November 14, 2023

Councilmember Little made a motion to approve the Regular Session November 14, 2023 minutes with one correction. Councilmember Elkins seconded the motion. With five (5) in favor and one (1) absent (Seams) the motion carried.

VISITOR’S REPORTS:

Ross Gherman, proprietor of “The Surf Shop” on the pedestrian alley side of Stratton Alley adjacent to the City National Bank parking lot approached City Council to request the placement of a street sign or pedestrian walkway sign at Stratton Alley. He indicated that customers are having trouble locating his business because there are no street signs.

City Manager Misty Hill stated that part of Stratton Alley was closed to all vehicular traffic after the pedestrian walkway area was created in 2018. Hill stated she does not feel that it would be safe for drivers to put up a street sign when there is no accessible roadway for a vehicle to drive on. Hill stated that Micah with the 9-1-1 Center has stated that the only way to get a street sign would be to change the address of the businesses from Stratton Alley to Foster Street. She also does not recommend the City place a street sign on Stratton Alley because of safety concerns for motorists. Mr. Gherman stated he would like to have a pedestrian walkway sign put up. Councilmembers indicated to City Manager Hill that they would like to see her come up with a creative solution for his request. Councilmember Johnson stated that Gherman needed to work with City Manager Hill.

ADJOURNMENT:

Councilmember Pritt made a motion to adjourn the meeting at 8:36 p.m. Councilmember Johnson seconded the motion. With all in favor the motion carried.