

Minutes of City Council
February 20, 2024
Regular Session

The Council of the City of Lewisburg met in regular session on Tuesday, February 20, 2024, 2024 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 (ZOOM), City Manager Misty Hill, Councilmembers, Sarah Elkins, Franklin Johnson, John Little, Valerie Pritt and Arron Seams (ZOOM); City Clerk Shannon Beatty, Deputy Chief Jonathon Hughes, Fire Chief Joseph Thomas, Director of Public Works Tony Legg and Treasurer Susan Honaker

ABSENT: Police Chief Christopher Teubert

VISITORS: Reporter Sarah Richardson with the Mountain Messenger and Carolyn Cleaton with the West Virginia Daily New (ZOOM); Adrienne French and Cheryl Gilman-Dobbs.

CALL TO ORDER:

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

RESOLUTIONS:

Resolution 544

City Clerk Shannon Beatty read the title of Resolution 544 in the amount of \$901,197.95 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 544 in the amount of \$901,197.95 for passage. Councilmember Johnson seconded the motion.

Councilmember Seams noted that this resolution was reviewed and approved for passage by the Finance Committee. With all in favor the motion carried.

Resolution 539, Stormwater Assessment, and Management Study

City Clerk Beatty read the title of Resolution 539 in the amount of \$19,650.00 for passage:

“RESOLUTION OF THE CITY OF LEWISBURG APPROVING INVOICES
RELATING TO ENGINEERING SERVICES FOR THE CITY OF LEWISBURG
STORMWATER ASSESSMENT AND MANAGEMENT STUDY AND
AUTHORIZING PAYMENT THEREOF.”

Councilmember Little made a motion to approve Resolution 539 in the amount of \$19,650.00
Councilmember Johnson seconded the motion.

Councilmember Seams noted that this resolution was reviewed and approved for passage by the
Finance Committee. With all in favor the motion carried.

COMMUNICATIONS FROM THE MAYOR:

Appointments to the Planning Commission & Board of Zoning Appeals

Mayor White offered the names of Jerry Janiga and Cheryl Gilman-Dobbs for appointment to the
Planning Commission with three-year terms from February 20, 2024 until June 30, 2027.

Councilmember Seams made a motion to approve the appointment of Jerry Janiga and Cheryl
Gilman-Dobbs to the Planning Commission with a three-year term from February 20, 2024 until
June 30, 2027. Councilmember Elkins seconded the motion. With all in favor the motion carried.

Mayor White offered the name of Al Emsch for appointment to the Board of Zoning Appeals
with a three-year term from February 20, 2024 until December 30, 2027.

Councilmember Pritt made a motion to approve the appointment of Al Emsch to a three-year
term from February 20, 2024 until December 30, 2027 on the Board of Zoning Appeals.
Councilmember Johnson seconded the motion. With all in favor the motion carried.

Poem celebrating Black History Month

Mayor White read a poem she wrote in honor of Black History Month.

COMMUNICATIONS FROM THE CITY MANAGER:

- City Manager Hill reported that progress meetings had been held on February 20, 2024 at the City water plant. She indicated the construction project was going well.
- City Manager Hill stated that there were some construction hold ups at the Public Works Building. A door was not included in the specifications for the salt shed. A door has now been ordered.
- A power upgrade was completed on the new intake at the water plant. The move-in date for the Public Works building is anticipated to occur at the end of March 2024.
- Concrete is scheduled to be poured at the intake on Wednesday, February 21, 2024
- City Manager Hill stated she would like to take Councilmembers on a tour of the new Public Works Building two at a time.

COMMUNICATIONS FROM BOARDS AND COMMISSIONS:

Planning Commission

Councilmember Pritt reported on the following events of the February 1, 2024 Planning Commission meeting:

- The Planning Commission met with City Attorney Tom White and WVU Law advisor Christy DeMuth to finalize the Zoning Ordinance update. Pritt stated the update would be presented to the Planning Commission in March before it was presented to City Council. City Council is required to hold two public meetings, a day meeting and night meeting. City Council is also required to have two readings of an ordinance to pass the Zoning Ordinance update. She noted the Planning Commission will meet the first week of March.
- City Manager Misty Hill stated she has been in communication with Christy DeMuth about updating the 2015 City Comprehensive Plan.

COMMUNICATIONS FROM CITY COUNCIL MEMBERS:

- Councilmember Elkins stated that a citizen asked her if the dirt stored at the former community garden was available for pick up by citizens. City Manager Hill stated that dirt was not available but that fill dirt was available at the water plant construction site for a flat fee.
- Councilmember Elkins stated a citizen approached her asking to have an additional dog waste receptacle added at the Hollowell Park walking track. Public Works Director Legg said that there are three receptacles located at the walking track.

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 Deputy Chief Hughes in the absence of 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 Councilmember had any questions for Chief Thomas.

Mutual Aid Agreement, Fairlea and Lewisburg Volunteer Fire Departments

Councilmember Elkins made a motion to approve the mutual aid agreement between the Fairlea and Lewisburg Volunteer Fire Departments authoring Mayor White to sign the agreement. Councilmember Pritt seconded the motion. With all in favor the motion carried.

COMMUNICATIONS FROM COUNCIL COMMITTEES:

Finance Committee Report

Councilmember Seams reported on the following events of the January 9, 2024 Finance Committee meeting:

Arts & Humanities Funding Request, Greenbrier Valley Home & Garden Tour

Councilmember Seams made a motion to approve an Arts & Humanities Funding Request from the Greenbrier Valley Home & Garden Tour in the amount of \$3,500 for publicity of the tour as recommended by the Finance Committee. Councilmember Little seconded the motion. With all in favor the motion carried.

Video Lottery Funding Request – Greenbrier East Project Graduation 2024

Councilmember Seams made a motion to approve the Video Lottery Funding request from the Greenbrier East Project Graduation in the amount of \$4,000 for meals during the event as recommended by the Finance Committee. Councilmember Pritt seconded the motion. With all in favor the motion carried.

Public Works Building Change Order #4 – DCI/Shires, Inc.

Councilmember Seams made a motion to approve the Public Works Building Change Order #4 with DCI/Shires, Inc. in the amount of \$29,397.47 as recommended by the Finance Committee. Councilmember Pritt seconded the motion. With all in favor the motion carried. Councilmember Seams noted this change order was recommended for approval by the Finance Committee and the Building Commission.

Councilmember Little asked what this change order was for. City Manager Hill answered it was for insulation in the “lean-to” building.

The Thrasher Group, Inc. Pay Request # 11 – Fire Station One

Councilmember Seams made a motion to approve Pay Request #11 by the Thrasher Group, Inc. for Fire Station One in the amount of \$8,925.00 as recommended by the Finance Committee. Councilmember Johnson seconded the motion. With all in favor the motion carried.

Water Maintenance Employee with pay scale

Councilmember Seams made a motion to approve the creation of a water maintenance employee position with a pay scale from \$12.50 to \$15.00 as recommended by the Finance Committee. This does not include the night shift differential. Councilmember Elkins seconded the motion. With all in favor the motion carried.

Travis Howard – Class II Water Operator Certification pay increase.

Councilmember Seams made a motion to approve a pay increase from \$18.00 to \$20.20 an hour for the achievement of earning a Class II Water Operator Certification for Travis Howard. Councilmember Little seconded the motion. With all in favor the motion carried.

Merit Pay

Councilmember Seams made a motion to approve a lump sum merit pay for full time employees up to 25 cents an hour based on performance evaluations. Councilmember Pritt seconded the motion. With all in favor the motion.

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.

Councilmember Johnson stated that a motorist had hit a stop sign in his neighborhood and asked if the stop sign could be put back up. City Manager Hill stated the Mayor White had put in a work order with the Public Works Department for that stop sign.

City Manger Hill stated the Public Works Department had erected a sign on a building beside Stratton Alley that reads "Stratton Alley" on the vehicular traffic side of the alley.

Regarding the Lead & Copper testing study listed in the Public Works report Councilmember Little asked how the City knew if a home had lead or copper piping. Legg answered the City had to dig up the ground to identify the pipes. He stated the City was at 82% complete and had until October 2024 to complete the study.

APPROVAL OF MINUTES:

Regular Session, January 16, 2024

Councilmember Elkins made a motion to approve the Regular Session January 16, 2024 minutes with one correction. Councilmember Johnson seconded the motion. With all in favor the motion carried.

VISITOR'S REPORTS:

No reports were given.

ADJOURNMENT:

Councilmember Pritt made a motion to adjourn the meeting at 7:35 p.m. Councilmember Johnson seconded the motion. With all in favor the motion carried.

