

**Minutes of City Council**  
**March 25, 2025**  
**Regular Session**

The City of Lewisburg, City Council met in regular session on Tuesday March 25, 2025, 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.

**COUNCILMEMBERS PRESENT:** Mayor Beverly White (Zoom), Councilmembers, Sarah Elkins, Franklin Johnson, John Little, Valerie Pritt and Arron Seams

**OTHERS PRESENT** City Manager Misty Hill, City Clerk Crystal Ratliff, Police Chief Christopher Teubert, Fire Chief Joseph Thomas, Director of Public Works Tony Legg and Treasurer Susan Honaker

**VISITORS:** Sarah Richardson (Zoom), Adrienne French (Zoom), Alex Brand

**CALL TO ORDER:**

Mayor White called the meeting to order at 7:01 p.m.

**ORDINANCE**

City Clerk Ratliff presented Ordinance 323, An Ordinance to Amend Article 143 of The Lewisburg City Code; for the first reading. Councilmember Elkins made a motion, seconded by Councilmember Johnson, to approve the first reading of Ordinance 323 as presented. No further discussion. With all in favor motion carried.

**RESOLUTIONS:**

*Resolution 577*

Water Treatment Plant Improvement Project Pay Request 35

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

Councilmember Seams made a motion, seconded by Councilmember Pritt to approve Resolution 577 in the amount of \$337,239.46. No further discussion. With all in favor motion carried.

*Resolution 578*

Water Treatment Plant Improvement Project Pay Request 35

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

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Councilmember Little made a motion, seconded by Councilmember Johnson to approve Resolution 578 in the amount of \$83,377.72. No further discussion. With all in favor motion carried.

Resolution 579

Police Department Lease Purchase 6 vehicles and equipment for vehicles

“RESOLUTION AUTHORIZING THE EXECUTION AND DELIVERY OF A MASTER EQUIPMENT LEASE-PURCHASE AGREEMENT, AND RELATED INSTRUMENTS, AND DETERMINING OTHER MATTERS IN CONNECTION THEREWITH.”

Councilmember Seams made a motion, seconded by Councilmember Elkins to approve Resolution 579 of a Lease Purchase of 6 Police vehicles and equipment. No further discussion. With all in favor motion carried.

**PROCLAMATIONS**

National Women’s History Month

Mayor White read a proclamation designating the month of March 2025 as National Women’s History Month.

Arbor Day

Mayor White read a proclamation designating April 11, 2025, as Arbor Day in the City of Lewisburg and urges all citizens to plant trees to gladden the heart and promote the well-being of this and future generations.

**COMMUNICATIONS FROM THE MAYOR:**

Mayor White requested the appointment of Brentz Thompson to the Board of Zoning Appeals.

Councilmember Pritt made a motion, seconded by Councilmember Seams, to appoint Brentz Thompson to the Board of Zoning Appeals. No further discussion. With all in favor motion carried.

**COMMUNICATIONS FROM THE CITY MANAGER:**

City Manager Hill presented Council with a Year in review of 2024, highlighting the events and activities around the city during 2024, approximating the amount as follows:

Lafayette Parking lot	\$8,700
Lafayette Sidewalk	\$93,000
Mesh sign	\$6,500
City hall update	\$38,000
Stormwater Study	\$200,000
HLC District Update	\$30,000
Public Works Building	\$3.4 mil
Healing Appalachia	\$5,500
Chills in the Hills	\$1,800
Christmas	\$14,000
Stratton Alley Lights	\$2,500
New Street Signs	\$40,464
Cameras Downtown	\$6,000
Toot Street Dance	\$7,500
Chocolate Festival	\$5,500
Sidewalk Robert Antiques	\$6,000
Comprehensive Plant	\$31,000
Opioid Funds/Task force	\$357,008
New fire truck	\$935,870
Lafayette Stormwater	\$434,370
HVAC fire Station 1	\$21,500
Training Video Water Plant	\$37,844
Message Board grant	\$38,590
Ebike grant	\$14,000
Shanghai Pageant	\$1,950
Toot	\$5,000

She expressed her appreciation to all the departments and employees for all the hard work and dedication for the city to make it a beautiful and welcoming place for the citizens and visitors.

City Manager Hill requested approval from Council for approval of the contract with Julie Green as Water Plant Operator.

Councilmember Little made a motion, seconded by Councilmember Seams to accept the contract for Water Plant Operator Julie Green as presented. No further discussion. With all in favor motion carried.

City Manager Hill discussed the need for upgrading the current AccuFund program to the AccuFund Everywhere Software, a cloud-based program that eliminates the issues of when the server is down at city hall it does not prevent other departments continuing to use the program and gives the ability for employees to work remotely if necessary.

Councilmember Elkins made a motion, seconded by Councilmember Seams, to approve the upgrade to the AccuFund Everywhere Software. No further discussion. With 4 in favor and 1 opposed (Little) motion carried.

#### **COMMUNICATIONS FROM CITY COUNCIL MEMBERS:**

Councilmember Little expressed his apologies for missing the Finance meeting and acknowledge his appreciation to City Manager Hill and Treasurer Honaker for taking the time to go over the budget with him and any questions or concerns he had pertaining to the 2026 budget.

Councilmember Little also stated he was proud to serve with the Mayor and appreciated her always standing up for what she believes in.

#### **COMMUNICATIONS FROM BOARDS AND COMMISSIONS:**

##### *Parks Commission*

Councilmember Elkins reported that at the Parks Commission meeting held on March 4, 2025, they had representatives from Greenbrier Girls Softball League, Central Greenbrier Little League and the Dorie Miller Adult Softball League. City Manager Hill stated she had explained to all the leagues in attendance that the city is responsible for general maintenance and upkeep at the parks while the Leagues themselves are responsible for necessary equipment and upkeep of equipment.

##### *Public Safety Committee*

Councilmember Seams stated the Public Safety Committee had a working session on March 11, 2025.

Councilmember Seams made a motion, seconded by Councilmember Johnson, to approve the Lewisburg Fire Department By-Laws as presented. No further discussion. With all in favor motion carried.

#### **COMMUNICATIONS FROM THE POLICE DEPARTMENT:**

Mayor White stated that a copy of Chief Teubert's report has been presented 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 has been presented and asked if City Councilmembers had any questions for Chief Thomas.

Chief Thomas presented the mutual aid agreement with Fairlea Fire Department and the benefits of the agreement that has been in place since 2002.

Councilmember Elkins made a motion, seconded by Councilmember Pritt to approve the mutual aid agreement with Fairlea Fire Department as presented. With all in favor motion carried.

### **COMMUNICATIONS FROM COUNCIL COMMITTEES:**

#### *Finance Committee Report*

##### *Water System Improvements Project Change Orders*

Councilmember Seams made a motion, seconded by Councilmember Pritt to approve the Hayslett Construction Co. Change Order No. 4 to Contract No. 8 as presented. No further discussion. With all in favor motion carried.

Councilmember Seams made a motion, seconded by Councilmember Elkins to approve the Orders Construction Co. Change Order No. 9 to Contract No. 8A as presented. No further discussion. With all in favor motion carried.

#### *Other Finance Committee items*

Councilmember Seams made a motion, seconded by Councilmember Johnson to approve the Chapman Technical Group, Ltd Amendment No. 3 to Task Order No. 32. S Lafayette/Randolph Street Storm Sewer Improvements as presented. No further discussion. With all in favor motion carried.

Councilmember Seams made a motion, seconded by Councilmember Little, to approve the June 10, 2025, Election Poll worker with related pay as presented. No further discussion. With all in favor motion carried.

Councilmember Seams made a motion, seconded by Councilmember Johnson, to approve the bid from Five Star Commercial Roofing, Inc. for \$29,000.00 for roof replacement of Fire Station 1. No further discussion. With all in favor motion carried.

Councilmember Seams made a motion, seconded by Councilmember Elkins, to approve the promotion of Jonathan Cosby from Patrolman to Corporal with related wage increase as of March 28, 2025. No further discussion. With all in favor motion carried.

Councilmember Seams made a motion, seconded by Councilmember Pritt, to approve the employee Merit Pay as presented. No further discussions. With all in favor motion carried.

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Councilmember Seams made a motion, seconded by Councilmember Elkins, to approve the Coal Severance Fund Budget Approval Fiscal Year 2026 as presented. No further discussion. With all in favor motion carried.

Councilmember Seams made a motion, seconded by Councilmember Johnson to approve the General Fund Budget Approval Fiscal Year as presented. No further discussion. With all in favor motion carried.

**PUBLIC WORKS DEPARTMENT REPORT:**

Mayor White stated that a copy of Public Works Director Legg's report has been presented and asked if City Councilmembers had any questions for Director Legg.

**APPROVAL OF MINUTES:**

*Regular Session,*

Councilmember Pritt made a motion seconded by Councilmember Seams, to approve the minutes from the City Council meeting on February 18, 2025, as presented. No further discussion. With all in favor the motion carried.

**VISITOR'S REPORTS:**

Mayor White acknowledged and welcomed visitors.

**ADJOURNMENT:**

Councilmember Seams made a motion, seconded by Councilmember Johnson to adjourn at 8:35pm. With all in favor the motion carried.

Respectfully submitted

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City Clerk Crystal Ratliff