

**Minutes of City Council**  
**March 19, 2024**  
**Regular Session**

The Council of the City of Lewisburg met in regular session on Tuesday, March 19, 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. City Manager Misty Hill. Councilmembers, Sarah Elkins, Franklin Johnson. John Little, Valerie Pritt and Arron Seams: City Clerk Shannon Beatty. Fire Chief Joseph Thomas. Police Chief Christopher Teubert. Director of Public Works Tony Legg. City Attorney Tom White and Treasurer Susan Honaker

**VISITORS:** Reporter Sarah Richardson (ZOOM) with the Mountain Messenger and Rebecca Stalnaker with the West Virginia Daily New (ZOOM); Adrienne French, Bill Dyer. Sgt. S. Roudoussakis, Claudia, Darcie and Justin Deeds, Cpl. Rodriguez, Ptl. Sheldon Simmons, Kalyssa Simmons, John Simmons, Cliff Baker, Katherine Kuliesh, Katie Kuliesh. Florian Schleiff Elizabeth Clark and Steve Beery.

**CALL TO ORDER:** Mayor White called the meeting to order at 7:00 p.m.

*Sheldon Simmons promotion to Corporal with related pay increase*

Councilmember Seams made a motion to promote Ptl. Sheldon Simmons to Corporal with the related pay increase. Councilmember Pritt seconded the motion. With all in favor the motion carried.

Mayor White congratulated Corporal Simmons on his promotion and gave him his new badges.

**RESOLUTIONS:**

*Resolution 545*

City Clerk Shannon Beany read the title of Resolution 544 in the amount of \$1,383,862.71 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 545 in the amount of \$1,383,862.71 for passage. Councilmember Pritt seconded the motion. With all in favor the motion carried.

**COMMUNICATIONS FROM THE MAYOR:**

*Appointment to Board of Zoning Appeals*

Mayor White stated she had appointed Al Emsch to the Board of Zoning Appeals last month without realizing he did not live in the City limits. Because he does not live in the City limits he cannot serve on the Board of Zoning Appeals.

Mayor White offered the name of Courtney Jesser for appointment to the Board of Zoning Appeals with a three-year term from March 19, 2024 until December 30, 2027.

Councilmember Elkins made a motion to approve the appointment of Courtney Jesser to a three year term from March 19, 2024 until December 30, 2027 on the Board of Zoning Appeals. Councilmember Seams seconded the motion. With all in favor the motion carried.

National Women 's Month

Mayor White stated she would like to recognize all women during National Women's Month.

**COMMUNICATIONS FROM BOARDS AND COMMISSIONS:**

Planning Commission Councilmember Pritt reported on the following events of the March 7, 2024 Planning Commission meeting:

Acceptance of the Study & Report on Zoning including the draft zoning ordinance and appendices

Councilmember Pritt stated that on behalf of the Planning Commission, she was submitting the Study and Report on Zoning which included the draft zoning ordinance. Councilmember Little made a motion to accept the Study and Report on Zoning including the draft zoning ordinance and appendices. Councilmember Pritt seconded the motion. With all in favor the motion carried.

Establish a date for zoning ordinance public hearing

Councilmember Little made a motion to hold a daytime public hearing and a nighttime public hearing for public review of the Study and Report on Zoning including the Draft Zoning Ordinance and Appendices on Tuesday, May 7, 2024, at 9 am and Wednesday, May 8, 2024 at 7 pm in the Council Chambers. Councilmember Pritt seconded the motion. With all in favor the motion carried.

**COMMUNICATIONS FROM THE CITY MANAGER:**

Northwestern Insurance contract with Bill Dyer

Councilmember Elkins made a motion to enter executive session at 7:15 pm to discuss the Northwestern Insurance contract with City Manager Hill, Bill Dyer. Chief Teubert. Chief Thomas and City Council at 7:15 pm. Councilmember Pritt seconded the motion. With all in favor the motion carried.

Councilmember Elkins made a motion to leave executive session at 7:35 pm. Councilmember Pritt seconded the motion. With all in favor the motion carried.

Councilmember Little made a motion to reconvene into regular session at 7:36 pm. Councilmember Pritt seconded the motion. With all in favor the motion carried.

Councilmember Seams stated that no decision was made in executive session.

Councilmember Seams made a motion to approve the Northwestern Insurance contract with Bill Dyer. Councilmember Johnson seconded the motion. With all in favor the motion carried.

Longevity Pay

Councilmember Little made a motion to approve the Longevity Pay policy as presented. Councilmember Seams seconded the motion. With all in favor the motion carried.

Wayfinding Map

Councilmember Little made a motion to approve the Wayfinding Map including the subjects listed on the map and moving forward with the design and quote. Councilmember Elkins seconded the motion. With all in favor the motion carried. Walker Brown certification Councilmember Seams made a motion to approve a pay increase of 50 cents an hour for Walker Brown for completing and obtaining pool certification. Councilmember Pritt seconded the motion. With all in favor the motion carried.

Water Plant Meetings

City Manager Hill stated that she attended a project progress meeting at the water plant on March 19, 2024. She noted they are starting to fill the new Yates tank. She said the new Yates tank will hold 2.5 million gallons of water. She stated the City is reaching out to any commercial customers that might use large amounts of water while the City is filling the tank. City Manager Hill stated she has been in touch with Region IV Planning and Development Council to apply for appropriations grant for the new fire station.

**COMMUNICATIONS FROM CITY COUNCIL MEMBERS:**

Councilmember Little stated he was honored to take part in the two recent finance committee meetings which took over eight hours. He stated he felt like City Treasurer Susan Honaker did her job very well. Councilmember Elkins announced that the Hope Village Park in White Sulphur Springs had received 2.6 million dollars in federal funds to create an amazing bike park. She also stated that an approximately one-mile bike trail had been created behind Hammer Cycles on Route 60 in Lewisburg just past Jim's Drive In. Councilmember Pritt asked citizens to vote for Lewisburg in the USA today online "Best Small Town" contest. She noted that Lewisburg was currently in the lead. City Manager Hill stated that Jack Hudnall has discovered several skunks in the area with distemper. She urged citizens to be careful if they see any skunks during the day and to make sure their pets have their distemper shots.

**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 Councilmember had any questions for Chief Thomas.

**COMMUNICATIONS FROM COUNCIL COMMITTEES:**

*Finance Committee Report*

Councilmember Seams reported on the following events of the March 12 and March 13, 2024 Finance Committee meetings:

- The Finance Committee recommended approval of Change Order 7, 8 for Contract 8A for the Water System Improvement Project — Orders Construction Company, Inc. in the amount of \$148,646,40 for Change Order 7 Contact 8A and \$535,926.90 for Change Order 8 Contract 8A.

Councilmember Seams made a motion to approve approval of Change Order 7, 8 for Contract 8A for the Water System Improvement Project — Orders Construction, Company, Inc. in the amount of \$148,646,40 for Change Order 7 Contact 8A and \$535,926.90 for Change Order 8 Contract 8A. Councilmember Little seconded the motion. With all in favor the motion carried.

- The Finance Committee recommended approval of Change Order 3 for Contract 6 Water System Improvement Project, J.F. Allen Company in the amount of \$256,299.54

Councilmember Seams made a motion to approve Change Order 3 for Contract 6 Water System Improvement Project, J.F. Allen Company in the amount of \$256,299.54. Councilmember Elkins seconded the motion. With all in favor the motion carried.

- The Finance Committee recommended approval of Change Order 1 for Contract 10A — Natgun Corporation/DN Tanks to extend the timeline of the project with a zero-dollar cost.

Councilmember Seams made a motion to approve Change Order 1 for Contract 10A — Natgun Corporation/DN Tanks to extend the timeline of the project with a zero-dollar cost. Councilmember Pritt seconded the motion. With all in favor the motion carried.

- The Finance Committee recommends approval of Change Order I for Contract 10B -Mid Atlantic Storage Systems.

Councilmember Seams made a motion to approve Change Order 1 for Contract 10B -Mid Atlantic Storage Systems. Councilmember Elkins seconded the motion. With all in favor the motion carried.

- The Finance Committee recommended approval of the Dogwood Heights Stormwater Project Pay Request #1 — Bear Contracting in the amount of \$57,825.

Councilmember Seams made a motion to approve the Dogwood Heights Stormwater Project Pay Request #1 — Bear Contracting in the amount of \$57,825. Councilmember Johnson seconded the motion. With all in favor the motion carried.

- The Finance Committee recommended approval of a pay increase for Ryan Bostic for the WV Department of Agriculture Regulatory Program certification for weed control with a pay increase of 50 cents an hour. Councilmember Seams made a motion to approve a pay increase for Ryan Bostic for the WV Department of Agriculture Regulatory Program certification for weed control with a pay increase of 50 cents an hour. Councilmember Elkins seconded the motion. With all in favor the motion carried.

#### *Downtown Parking*

The Finance Committee recommended approval of the purchase of 22 new “Two hour” signs and poles to place signs and cameras on the corner of Washington Street and the streets it intersects. This will allow the Police Department to tell if cars have been moved. City Manager Hill stated that when cars don’t move street sweeping can’t be completed. She noted that apartment dwellers do have alternate places to park their cars that are not on the street. Councilmember Seams made a motion to approve the downtown parking plan as presented for 22 new “two hour” parking signs and cameras. Councilmember Johnson seconded the motion. With all in favor the motion carried.

#### *Pay Scale*

City Manager Hill stated a new pay scale would help to bring equity to employees. She said this could help the City attract the talent needed to fill jobs. Hill indicated the City would use a portion of the 1% sales tax revenues to update the pay scale.

Councilmember Seams made a motion to approve the pay scale for full time employees as presented beginning on July 1, 2024. Councilmember Pritt seconded the motion. With all in favor the motion carried.

#### *Greenspace stage renderings*

Councilmember Seams made a motion to approve the greenspace stage renderings and present them to the Historic Landmark Commission. Councilmember Johnson seconded the motion.

Councilmember Little stated that he was opposed to this because of how much money the cost was going to be for the City. He stated the cost and design has increased significantly since it was first brought to the City as a Arts and Humanities Funding request. Councilmember Seams stated he felt like it would be nice as a future asset as a permanent outdoor stage. Councilmember Pritt stated she felt the musician’s union that brought the idea to the City should help pay for the cost. With all in favor the motion carried.

City Hall Doors and Server Room Organization

Councilmember Seams made a motion to approve the purchase of new security doors, badges and a camera for the front window as presented. Councilmember Little seconded the motion. With all in favor the motion carried.

Coal Severance Budget Fiscal Year 2025

Councilmember Seams made a motion to approve the Fiscal Year 2025 Coal Severance Budget in the amount of \$10,000 as presented to be distributed to the Parks Department. Councilmember Elkins seconded the motion. With all in favor the motion carried.

General Fund Budget Fiscal Year 2025

Councilmember Seams made a motion to approve the General Fund Budget Fiscal Year 2025 as presented. Councilmember Elkins 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.

**APPROVAL OF MINUTES:**

Regular Session, February 20, 2024

Councilmember Elkins made a motion to approve the Regular Session February 20 2024 minutes with one correction. Councilmember Johnson seconded the motion. With all in favor the motion carried.

**VISITOR'S REPORTS:**

Steve Beery/McElhenny Road/Lewisburg Elementary School

Lewisburg resident, Steve Beery approached City Council and stated he had complaints about parents from the Lewisburg Elementary School parking beside McElhenny Road. Parents are parking beside the road at the back entrance to the school for at least two hours in the afternoon waiting to pick their children up from the school. He stated this creates a situation where the two lane road becomes a one way road. He also stated that he feels that his privacy is being invaded while the cars are parked there beside his property and home on McElhenny Road. He stated he has previously taken his concerns to the Board of Education and the Lewisburg Police Department without remedy. He stated he feels that no parking signs should be placed on McElhenny Road near the school to prevent this situation. He also feels the school could open the back gate sooner to prevent parents from lining up and parking on McElhenny Road. Police Chief Teubert stated that that the school does not allow vehicles onto the grounds or parking lot

of the school until the school buses have departed. More discussion ensued between Beery and City Council regarding his complaint.

*Florian Schleiff Stormwater drainage issues at Montwell Commons*

Florian Schleiff, board member of Montwell Commons brought his concerns regarding stormwater issues at Montwell Commons to City Council. He indicated that the only outlet for water on the site is a cave situated on the property. He noted that water in that area drains down into the Montwell Commons site. He asked the City for help with cleaning a sinkhole located on the site. He stated he has spoken to the City Manager, City Attorney and the Director of Public Works about these drainage issues and getting help from the City. City Manager Hill stated the City is currently having a stormwater study for the entire City. Schleiff indicated he was willing to seek funding from the USDA and Conservation District and work with the City to do what it would take to clean up the sinkhole. Katie Kuliesh, Downtown Parking Lewisburg merchant, Katie Kuliesh thanked City Council for looking at the parking issue downtown and coming up with solutions.

**ADJOURNMENT:** Councilmember Pritt made a motion to adjourn the meeting at 8:21 p.m. Councilmember Johnson seconded the motion. With all in favor the motion carried