

**Minutes of City Council  
Tuesday September 16, 2025  
Regular Session**

The City of Lewisburg, City Council met in regular session on Tuesday September 16, 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, Councilmembers, Sarah Elkins, Franklin Johnson, Valerie Pritt and Arron Seams; City Manager Misty Hill, City Clerk Crystal Ratliff, Police Chief Christopher Teubert, Fire Chief Joseph Thomas, and Treasurer Susan Honaker

**ABSENT:** Councilmember John Little, Director of Public Works Tony Legg

**VISITORS:** Kara Dense, Beth Gill, Delilah Dixon, Sarah Richardson (Zoom), Jeff Shearer

**CALL TO ORDER:**

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

**ORDINANCE**

City Clerk Ratliff presented Ordinance 324, Removal of Dog Waste from Private or Public Property; Animals Prohibited in the Center Green Space for the 2<sup>nd</sup> reading and public hearing.

Mayor White called for a public hearing for or against Ordinance 324 at 7:02p.m. Having no comments from the public, Mayor White closed the public hearing at 7:03p.m.

Councilmember Seams made a motion, seconded by Councilmember Pritt to approve Ordinance 324 as presented. No further discussion. With five (5) in favor one (1) absent (Little) motion carried.

**ORDINANCE 324**

The Ordinance being in the following words and figures:

**“AN ORDINANCE TO AMEND AND MODIFY ARTICLE 505.12 OF THE CODIFIED ORDINANCES OF THE CITY OF LEWISBURG, GREENBRIER COUNTY, WEST VIRGINIA, RELATING TO THE REMOVAL OF DOG WASTE FROM PUBLIC AND PRIVATE PROPERTY.”**

WHEREAS, pursuant to the authority granted by W. Va. Code §§ 8-11-1, et seq., W. Va. Code § 8-12-5, and the Amended Charter of the City of Lewisburg, the council of the City of Lewisburg desires to amend certain provisions of the Lewisburg City Code; and

WHEREAS, all provisions of the Lewisburg City Code not specifically amended in the attached ordinance shall remain in full force and effect.

BE IT ORDAINED by the City Council of Lewisburg, Greenbrier County, West Virginia, that Article 505.12 of the Codified Ordinances of the City of Lewisburg, Greenbrier County, West Virginia, be, and it is, hereby amended, and modified to read as follows:

**Article 505.12 – DOGS.**

505.12(f) – Removal of Dog Waste from Public and Private Property.

- (1) In the event a dog relieves itself on private property (property not owned or under the control of the dog owner or person responsible for the dog [handler]), the owner or handler is responsible to immediately remove the dog feces (waste) from the private property.
  - a. If the dog owner or handler fails to immediately remove the waste from the private property, the private property owner or legal occupant may file a sworn written statement with the City's municipal court and a citation may be issued by the City police to the dog owner or handler for failure to immediately remove the waste, and the citation shall order the dog owner or handler to appear in municipal court to answer the allegation contained in the citation.
  - b. If the offense occurs on public property (i.e., streets, sidewalks, city park, or city green space) and is witnessed by an individual who files a sworn statement with the municipal court, the City police may issue a citation against the dog owner and/or handler.
- (2) If the dog owner and/or handler is found guilty of violating either subsection 1(a) or 1(b) above, the dog owner and/or handler shall be fined not less than seventy-five dollars (\$75.00) for the first offense and one hundred fifty dollars (\$150.00) for each subsequent offense.
- (3) If the offense, whether occurring on private or public property, is witnessed by a City police officer or by a City code enforcement officer, the police officer or code enforcement officer may issue a citation for the offense.

505.12(g) – Animals Prohibited in the Center Green Space.

- (1) No person shall keep, harbor, or maintain at any time, any animal, other than service animals recognized under the Americans With Disabilities Act of 1990, Pub. L. No. 101-336, 104 Stat. 328 (1990), within the Center Green Space located at the corner of Washington Street and Jefferson Street.
- (2) Any person found guilty of violating subsection 1 above shall be fined not less than twenty-five dollars (\$25.00) for the first offense, fifty dollars (\$50.00) for the second

offense, and one hundred fifty dollars (\$150.00) for the third and each subsequent offense.

The Ordinance shall be effective upon passage.

August 19, 2025, Date Passed 1<sup>st</sup> Reading

September 16, 2025, Date Passed 2<sup>nd</sup> Reading

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Misty Hill, City Manager

## **RESOLUTIONS**

### *Resolution 588-Water System Improvement Project Pay Request No. 43*

Councilmember Seams made a motion by recommendation from Finance, seconded by Councilmember Elkins to approve Resolution 588-Water System Improvement Project pay request No. 43 in the amount of \$102,739.48 as presented. No further discussion. With five (5) in favor one (1) absent (Little) motion carried.

## **PROCLAMATIONS**

### *Celebrate Osteopathic Medicine Week*

Mayor White read a Proclamation proclaiming September 29-October 3, 2025, to be Celebrate Osteopathic Medicine Week.

## **COMMUNICATIONS FROM THE MAYOR**

Mayor White stated that she and City Manager Hill had recently attended The Shephard's Center Community Service Award Luncheon to honor the late Mayor John Manchester and his wife Connie Manchester. It was a beautiful event to honor these two wonderful people.

Mayor White stated she has received an invitation from HealthNet for the dedication of the new helicopter to service the area. The ceremony will be on September 24, 2025, at Greenbrier Valley Medical Center if anyone would like to attend.

## **COMMUNICATIONS FROM THE CITY MANAGER**

### *Experience Greenbrier Valley Annual Report*

City Manager Hill welcomed President and CEO of Experience Greenbrier Valley Kara Dense and members of her staff. Ms. Dense presented Council with a year in review of Experience Greenbrier Valley and she expressed her appreciation of all the support from the City of Lewisburg on events and activities throughout the area.

### *Selection of Engineer for West Washington Street Sidewalk Grant Project*

City Manager Hill stated after reviewing applications and interviewing engineering firms the selection committee is recommending Chapman Technical Group as the engineering firm for the West Washington Street sidewalk grant project awarded by the WVDOH.

Councilmember Pritt made a motion, seconded by Councilmember Seams to approve Chapman Technical Group as the engineering group for the West Washington Street sidewalk project as presented and to allow Mayor White to sign all documents as a representative of the city. No further discussion. With five (5) in favor one (1) absent (Little) motion carried.

### *Approval of quote for directional and informational signs*

City Manager Hill presented Council with a quote from Sign Central to replace dilapidated and incorrect informational and directional signs for the city. Manager Hill stated she had contacted other companies for quotes but has had no response.

Councilmember Seams made a motion, seconded by Councilmember Elkins to approve the quote for replacement of informational and directional signs throughout the city in the amount of \$9,362.02 as presented. No further discussion. With five (5) in favor one (1) absent (Little) motion carried.

### *Feamster Road Sidewalk Project*

City Manager Hill had a meeting with WVDOH and noted they are moving forward with the sidewalk project on Feamster Rd.

### *Executive Session*

City Manager Hill requested for Council to go into Executive session. Councilmember Elkins made a motion, seconded by Councilmember Johnson to go into Executive session at 7:36p.m. No further discussion. With five (5) in favor one (1) absent (Little) motion carried.

Councilmember Elkins made a motion, seconded by Councilmember Pritt to return from Executive session at 8:14p.m. Council member Pritt noted that no decisions were made during Executive session. No further discussion. With five (5) in favor one (1) absent (Little) motion carried.

Regular Session

Councilmember Elkins made a motion, seconded by Councilmember Pritt to return to regular session at 8:14p.m. No further discussion. With five (5) in favor one (1) absent (Little) motion carried.

State and Federal ADA compliance

Manager Hill stated the State and Federal ADA office has visited the city this past week. There are a few areas of concern (walkway obstructions, over grow shrubs, etc.) that we have already begun to address. The ADA offices will be sending a letter outlining any issues for the city to address or the city will notify the property owner so that they can address the issues related to their property.

Stormwater Update

City Manager Hill stated the Public Works Department, Chief Thomas, Greg Belcher with Chapman Technical Group and herself had reviewed the area of the 60-foot stormwater drain at the intersection of Court and Foster Street. At this time, they do not have a completed study on what is going to be needed to correct the issues in that area or the financial impact it will have to the city. Manager Hill stated they will not be paving the area until all repairs are done but they will be paving the other end of Court Street as it was already approved and part of last year's budget.

**COMMUNICATIONS FROM CITY COUNCIL MEMBERS**

Councilmember Elkins stated she was happy to share that the Greenbrier Valley Off Road Biking Association has been working diligently to add miles of biking trails throughout the Greenbrier Forest. Councilmember Elkins asked the Mayor for a letter of endorsement from the city for the grant from the (ARC) Appalachian Region Commission. The Association has been instrumental in design and construction of the bike park in White Sulphur Springs and hope to continue to expand the number of mountain bike trials available in the area as it will make the area a destination for mountain bikers.

**COMMUNICATIONS FROM THE POLICE DEPARTMENT**

Mayor White stated a copy of the report from Chief Teubert was included in Council's packet. Mayor White asked if anyone has any questions or concerns for Chief Teubert. Council had no questions or concerns at this time.

**COMMUNICATIONS FROM THE FIRE DEPARTMENT**

Mayor White stated a copy of the report from Chief Thomas was included in Council's packet. Mayor White asked if anyone has any questions or concerns for Chief Thomas. Council had no questions or concerns at this time.

Chief Thomas stated that the grant the Lewisburg and Fairlea Fire Departments received from WV Division of Homeland Security and Emergency Management in December of 2023 for purchase of Hazmat equipment and supplies used by our hazardous material decontamination team has increased from \$20,000 to \$48,500.

Chief Thomas stated he had received quotes for the department's computer replacement and is recommending the quote from Mountain State Computers as they are able to supply the equipment immediately and have a better price.

Councilmember Seams made a motion, seconded by Councilmember Pritt to approve the purchase of computers for the Fire Department in the amount of \$13,746.00 as presented. No further discussion. With five (5) in favor one (1) absent (Little) motion carried.

Chief Thomas presented council with the new Emergency Networking Reporting contract for approval, Chief Thomas stated this system is the reporting system/training platform all in one and would meet the requirements of the federal reporting standards recently updated.

Councilmember Elkins made a motion, seconded Councilmember Johnson to approve the Emergency Networking Reporting contract in the amount of \$5,000.00 as presented. No further discussion. With five (5) in favor one (1) absent (Little) motion carried.

## **COMMUNICATIONS FROM COUNCIL COMMITTEES**

### **Finance Committee Report**

#### **Corporation of Falling Springs a.k.a. Town of Renick Water System**

#### **Asset Purchase Agreement**

Councilmember Seams made a motion by recommendation from Finance, seconded by Councilmember Johnson to approve the Corporation of Falling Springs a.k.a. Town of Renick Water System Asset Purchase Agreement and to allow Mayor White to sign all documents as a representative of the city as presented. No further discussion. With five (5) in favor one (1) absent (Little) motion carried.

#### **Public Service Commission of WV Joint Application for Consent & Approval of an Asset Purchase Agreement**

Councilmember Seams made a motion by recommendation from Finance, seconded by Councilmember Johnson to approve the Public Service Commission of WV Joint Application for consent and approval of an asset purchase agreement and to allow Mayor White to sign all documents as a representative of the city as presented. No further discussion. With five (5) in favor one (1) absent (Little) motion carried

**Opioid Settlement Approvals**

**Purdue Pharma/Sackler Family Settlement**

Councilmember Seams made a motion by recommendation from Finance, seconded by Councilmember Pritt to approve the Purdue Pharma/Sackler Family Opioid Settlement agreement as presented and to allow Mayor White to sign all documents as a representative of the city. No further discussion. With five (5) in favor one (1) absent (Little) motion carried.

**New National Opioids Settlement: Secondary Manufacturers**

Councilmember Seams made a motion by recommendation from Finance, seconded by Councilmember Elkins to approve the New National Opioids Settlement, secondary manufacturers agreement as presented and to allow Mayor White to sign all documents as a representative of the city. No further discussion. With five (5) in favor one (1) absent (Little) motion carried.

**AK Bridge the Gap - Human Resources Consultant Agreement**

Councilmember Seams made a motion by recommendation from Finance, seconded by Councilmember Elkins to approve the human resources consultant agreement to include the monthly HR retainer, the review of employee policies and the half day Leadership level training with AK Bridge the Gap not to exceed \$9,000.00 as presented. No further discussion. With five (5) in favor one (1) absent (Little) motion carried.

**Court and Foster Street Sink Hole update & approval of emergency expenses**

City Manager Hill stated the cost of the emergency repairs to the sink hole at the intersection of Court and Foster Street will be divided between the City of Lewisburg and the Public Service District (PSD). The funds from the City will come from the Water Department for the repairs.

Councilmember Seams made a motion by recommendation from Finance, seconded by Councilmember Johnson to approve the payment of \$28,568.90 to the PSD as presented. No further discussion. With five (5) in favor one (1) absent (Little) motion carried.

**Approval of purchase of streetlamp post**

Councilmember Seams made a motion by recommendation from Finance, seconded by Councilmember Elkins to approve the quote from State Electric Supply Co. for 10 of the black lamp posts in the amount of \$25,850.38 to replace dilapidated ones in the downtown area. No further discussion. With five (5) in favor one (1) absent (Little) 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 to be forwarded to Director Legg. There were no questions or concerns at this time.

## **APPROVAL OF MINUTES**

### *Regular Session*

Councilmember Seams made a motion, seconded by Councilmember Elkins, to approve the minutes from the City Council meeting on August 19, 2025, as presented. No further discussion. With five (5) in favor one (1) absent (Little) motion carried.

## **VISITOR'S REPORTS**

Mayor White acknowledged and welcomed visitors.

## **ADJOURNMENT**

Councilmember Seams made a motion, seconded by Councilmember Elkins to adjourn at 8:43p.m. No further discussion. With five (5) in favor one (1) absent (Little) motion carried.

Respectfully submitted

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City Clerk Crystal Ratliff