

**City of Lewisburg  
Finance Committee Meeting  
Paul R. Cooley Council Chamber  
942 Washington Street, West  
Lewisburg, West Virginia 24901  
Finance Committee Meeting Minutes  
March 14, 2023**

**PRESENT:** Mayor Beverly White; Councilmembers: Sarah Elkins, Franklin Johnson, John Little and Valerie Pritt, Arron Seams; City Manager Misty Hill, Treasurer Susan Honaker, Police Chief Chris Teubert, Fire Chief Joey Thomas and Public Works Director Tony Legg.

VISITORS: Dr. Bonnie Copenhaver, President of the New River Community & Technical College; Donette Mizia, Jim Alder, Tasha Alder with the Greenbrier East Project Graduation and Gary Williams.

**CALL TO ORDER:**

Finance Chairman Arron Seams called the Finance Committee meeting of the City of Lewisburg to order at 7:00 pm

*Video Lottery Funding Request, Greenbrier East Project Graduation*

A request was submitted for funding from the Video Lottery fund from Greenbrier East High School Project Graduation in the amount of \$4,000 for food for the event.

Councilmember Little made a motion to recommend approval of the Video Lottery funding request from Greenbrier East Project Graduation in the amount of \$4,000 for food for the event. Mayor White seconded the motion with all in favor the motion carried.

*Arts & Humanities Funding Request, New River Community & Technical College Foundation*

A request in the amount of \$5,000 was submitted for funding from the Arts & Humanities grant from the New River Community & Technical College Foundation to place a statue named “first family” on the school grounds of the college near the Dick Pointer Cemetery in Lewisburg. No state funds have or will be used to purchase this statue. Fundraising is being done to complete this project. The artist is the Reverend Hightower. The statue depicts a black family and will take approximately one year to complete.

Councilmember Little made a motion to recommend approval to grant an Arts & Humanities funding request in the amount of \$5,000 from the New River Community & Technical College Foundation to erect a statue on the NRTC grounds. Councilmember Elkins seconded the motion. With all in favor the motion carried.

Water System Improvement Project Pay Request #9 – Resolution 511

Councilmember Little made a motion to recommend approval of the water system improvement project pay request #9 – resolution 511 as presented in the amount of \$4,434,250.33. Councilmember Johnson seconded the motion. With all in favor the motion carried.

Water Treatment Plant Cleaning Sedimentation Basins Contract with Summit Environmental Services

This is for a contract for four cleanings or two years of cleanings. It was noted there are a limited number of contractors that do scope type of work. The contract was reviewed by City Attorney Tom White.

Mayor White made a motion to recommend approval of the water treatment plant cleaning sedimentation basins contract with Summit Environmental Services in the amount of \$73,600. Councilmember Elkins seconded the motion. With all in favor the motion carried.

Water Department – Emergency purchase of GPS

Councilmember Pritt made a motion to recommend approval of the purchase of a GPS unit from Charleston Blueprint for the water department in the amount of \$14,064.00. Councilmember Johnson seconded the motion. With all in favor the motion carried.

Police Department – Emergency purchase of Server

Councilmember Elkins made a motion to recommend approval of the purchase of a Motorola server in the amount of \$15,440 for the Police Department. Councilmember Johnson seconded the motion. With all in favor the motion carried.

Fire Station Construction – Additional Geo Technical Services

Councilmember Pritt made a motion to recommend to City Council for the purchase of additional Geo Technical Services from Terracon and Thrasher for the construction of the Fire Station not to exceed \$15,000 and to move \$15,000 from the Fire Construction Fund into the General Fund. Councilmember Johnson seconded the motion. With all in favor the motion carried.

City National Bank Lease Agreement Amendment

Councilmember Elkins made a motion to recommend approval of an amendment to the lease agreement with City National Bank for the space adjacent to the Center Green Space. The lease will be for five years. Councilmember Johnson seconded the motion. With all in favor the motion carried.

Hollowell Park –Light Replacement bid approval

The City received a bid from W.V Electric & Construction, LLC in the amount of \$121,250.00 to replace the lights at Hollowell Park located on the Little League Baseball field.

Councilmember Elkins made a motion to recommend approval of the bid in the amount of \$121,250 from W.V. Electric & Construction. With money coming from a \$60,000 County Commission grant, \$10,000 Hamilton Foundation grant and \$51,250 coming from the budget to pay for the cost of the lights. Mayor White seconded the motion. With all in favor the motion carried.

Jonathan Spence – appointment to Parks Crew Leader with associated pay raise

Councilmember Franklin made a motion to recommend the appointment of Jonathan Spence as the Labor III/Parks Crew Leader (Labor I to Labor III/Parks Crew Leader) with the associated pay raise of \$1.50 an hour. Councilmember Little seconded the motion. With all in favor the motion carried.

Pay Scale Approval

Councilmember Elkins made a motion to enter into executive session at 8:23 p.m. to discuss the pay scale (specific personnel) with City Manager Misty Hill. Councilmember Pritt seconded the motion. With all in favor the motion carried.

Councilmember Little made a motion to reconvene into regular session at 9:26 p.m. Councilmember Pritt seconded the motion. With all in favor the motion carried.

Councilmember Seams stated that no decisions were made during executive session.

Councilmember Elkins made a motion to recommend approval of the pay scale as presented. Councilmember Pritt seconded the motion. With all in favor the motion carried.

Councilmember Little stated he requests the City Manager review the pay scale for all city employees and submit a new pay scale after reviewing the impact on the 2023-2024 city budget.

Councilmember Pritt made a motion to recommend that City Council grant an annual salary increase to the following employees' salaries to these amounts effective on July 1, 2023:

City Manager, \$6,276.80  
Treasurer, \$4,232.00.00  
Public Works Director, \$6,048.00  
Police Chief, \$4,046.40  
Fire Chief, 7,038.40

Councilmember Little seconded the motion. With all in favor the motion carried.

Coal Severance Fund Budget Preparation for Fiscal Year 2024

Councilmember Little made a motion to recommend the approval of the Fiscal Year 2024 Coal Severance Fund Budget as presented. Councilmember Elkins seconded the motion. With all in favor the motion carried.

**APPROVAL OF MINUTES:**

December 13, 2022 and January 10, 2023

Councilmember Elkins made a motion to approve the December 13, 2023 and the January 10, 2023 Finance Committee meeting minutes. Mayor White seconded the motion. With all in favor the motion carried.

**ADJOURNMENT:**

Councilmember Elkins made a motion to adjourn the meeting at 10:15 p.m. Mayor White seconded the motion. With all in favor motion carried. The meeting was adjourned until Wednesday, March 15, 2023 at 9:00 am.