

Minutes of City Council
August 20, 2021
Regular Session

The Council of the City of Lewisburg met in regular session on Tuesday, August 20, 2021 at 7:30 p.m. and VIA a Zoom Teleconference call because of the Covid-10 Pandemic.

PRESENT: Mayor Beverly White; City Clerk, Shannon Beatty; Council members, Sarah Elkins, Franklin Johnson, John Little, Valerie Pritt and Arron Seams; Treasurer Susan Honaker; City Manager Misty Hill ; Director of Public Works Tony Legg; Fire Chief Joseph Thomas; Planning & Zoning Officer Marsha Cunningham and Police Chief Chris Teubert.

VISITORS: Reporters Bobby Bordelon with the WV Daily News and Sarah Richardson with the Mountain Messenger.

CALL TO ORDER:

Mayor White called the meeting to order at 7:30 p.m.

VISITORS REPORT:

No reports were given.

APPROVAL OF MINUTES:

July 20, 2021

Councilmember Seams made a motion to approve the July 20, 2021 regular session minutes as presented. Councilmember Elkins seconded the motion. With all in favor the motion carried.

ORDINANCES:

Ordinance 293

City Clerk Beatty read the following ordinance by title for 2nd reading:

**“AN ORDINANCE OF THE COUNCIL OF THE CITY OF LEWISBURG
APPROVING AND ADOPTING THE 2021 REPLACEMENT PAGES TO
THE CODIFIED ORDINANCES OF THE CITY OF LEWISBURG.”**

City Clerk Beatty stated this ordinance updates the City Code or Codified ordinances with any ordinances the City has passed since the last update as well as any updates the City needs to make to be in compliance with State Code changes.

Mayor White opened the floor for comment during a public hearing at 7:32 p.m. Hearing no comments from the public she closed the public hearing.

Councilmember Pritt made a motion to approve Ordinance 293 on 2nd reading. Councilmember Seams seconded the motion. With all in favor the motion carried.

Ordinance 294

City Clerk Beatty read the following ordinance by title for 2nd reading:

AN ORDINANCE TO AMEND THE ZONING MAP OF THE CITY OF LEWISBURG, WEST VIRGINIA, TO CHANGE THE ZONING OF THE PARCEL OF LAND DESIGNATED AS GREENBRIER COUNTY, LEWISBURG MUNICIPALITY, TAX MAP 6, PARCEL 13, GREENBRIER COUNTY DEED BOOK 616, PAGE 727, LOCATED AT 3060 JEFFERSON STREET NORTH, LEWISBURG, WV, FROM I-1 (LIMITED INDUSTRIAL) TO PUD (PLANNED UNIT DEVELOPMENT) (MAP ATTACHED).”

Mayor White opened the floor for comment during a public hearing at 7:34 p.m. Hearing no comments from the public she closed the public hearing.

Councilmember Seams made a motion to approve Ordinance 294 on second reading. Councilmember Pritt seconded the motion. With all in favor the motion carried.

Ordinance 295

City Clerk Beatty read the following ordinance by title for 1st reading:

“AN ORDINANCE TO AMEND AND MODIFY SECTION 145.03 OF THE ADMINISTRATIVE CODE OF THE CODIFIED ORDINANCES OF THE CITY OF LEWISBURG, GREENBRIER COUNTY, WEST VIRGINIA, RELATING TO THE FEE SCHEDULE FOR THE USE OF THE CITY PARKS.”

Councilmember Elkins made a motion to approve Ordinance 295 for first reading. Councilmember Seams seconded the motion. With all in favor the motion carried.

RESOLUTIONS:

Resolution 486

City Clerk Beatty read the following resolution for passage:

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

Councilmember Johnson made a motion to approve Resolution 486 for passage. Councilmember Seams seconded the motion. With all in favor the motion carried.

Resolution 487

City Clerk Beatty read the following resolution for passage:

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 to approve Resolution 487 for passage. Councilmember Johnson seconded the motion. With all in favor the motion carried.

COMMUNICATIONS FROM THE MAYOR:

Mayor White reported on the following items:

- The Fire Station Committee will hold a “kick off” meeting on Thursday, August 19, 2021 from 8:00 until 10:00 am.

Councilmember Seams made a motion to appoint Councilmember Valerie Pritt to the Fire Station Committee. Councilmember Elkins seconded the motion. With all in favor the motion carried.

- Mayor White received a letter from the Lewisburg Volunteer Fire Department announcing the results of the annual election of Fire Department officers. There was unanimous vote of confidence for Chief Thomas by the Department.

COMMUNICATIONS FROM THE CITY MANAGER:

City Manager Misty Hill reported on the following items of interest:

- She stated the Finance Committee had recommended approval of the water treatment plant repair list in the amount of \$155,861.36 for repairs at the water plant at the Finance Committee meeting. She noted that Greg Belcher with Chapman Technical had reached out after the meeting with an additional cost to replace the filter media. The addition to the list is in the amount of \$20,835 to replace three of the filter media. She also stated she would like to allocate \$12,000 that was left over from Phase I Water plant repairs from a water bond to pay WesTech for on sight field services to monitor the replacement of the filter media.

Councilmember Seams made a motion to approve the water treatment plant repair list in the amount of \$155,861.36 for repairs at the water plant at the Finance Committee meeting with an additional cost to replace the filter media of \$20,835 to replace three of the filter media. And to allocate \$12,000 that was left over from Phase I Water plant repairs from a water bond to pay WesTech for on sight field services to monitor the replacement of the filter media. Councilmember Johnson seconded the motion. With all in favor the motion carried.

- City Hall is being painted and the back façade of the building is undergoing brick repointing and painting.
- The bathrooms at City Hall are going to be insulated and made ready for use year round. Cares Act money will be used for this project. City Manager Hill got an estimate from Martin Schleiff to do the project.

COMMUNICATIONS FROM COUNCIL MEMBERS:

No Communications were given.

COMMUNICATIONS FROM BOARDS AND COMMISSIONS:

Planning Commission Report

Planning and Zoning Officer Marsha Cunningham reported on the following events of the August 5, 2021 Planning Commission meeting:

- The Planning Commission reviewed and discussed sign regulations at their working meeting.
- The next Planning Commission meeting will be held on September 2, 2021.

Parks Commission Report

Parks Chair Sarah Elkins reported on the following items of interest from the August 3, 2021 Parks Commission meeting:

- An update was given regarding the installation of lights at the Pickle Ball courts at Hollowell Park.
- The Parks Commission recommended a new parks usage fee schedule.
- An update was given about current Parks projects. Two new platforms overlooking the ball fields at Hollowell Park have been constructed, track lights have been ordered, new dugouts are being built and bids will be taken for the ADA bathrooms, player benches and the new turf field has been completed.

Councilmember Elkins noted that Councilmember Little had indicated he wished the City did not have to charge fees for the use of Parks facilities.

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 Councilmembers had any questions for the Chief.

Fairlea Fire Department mutual aid agreement

Councilmember Little made a motion to approve the annual renewal of a mutual aid agreement with the Fairlea Volunteer Fire Department as presented. Councilmember Johnson seconded the motion. With all in favor the motion carried.

COMMUNICATIONS FROM COUNCIL COMMITTEES:

Finance Committee Report

Councilmember Seams reported on the following items of interest from the August 10, 2021 Finance Committee meeting:

- The Finance Committee recommended approval of a bid in the amount of \$286,639.80 for repairs to City Hall from Schlieff Construction. The bid came in under the estimated cost.

Councilmember Seams made a motion to approve a bid in the amount of \$286,639.80 for repairs to City Hall from Schlieff Construction. Councilmember Elkins seconded the motion. With all in favor the motion carried.

- The Finance Committee recommended approval of Pay Request #1 to Schlieff Construction in the amount of \$57,327.90 for repairs to City Hall.

Councilmember Seams made a motion to approve Pay Request #1 to Schlieff Construction in the amount of \$57,327.90 for repairs to City Hall. Councilmember Pritt seconded the motion. With all in favor the motion carried.

- The Finance Committee made a recommendation to allocate \$841,081.66 of the American Rescue Plan funds towards the Water Plant upgrade project.

Councilmember Seams made a motion to allocate \$841,081.66 of the American Rescue Plan funds towards the Water Plant upgrade project. Councilmember Johnson seconded the motion. With all in favor the motion carried.

- The Finance Committee recommended having the Mills Group, LLC provide a master plan for way finding in the downtown area in amount not to exceed \$10,000.

Councilmember Seams made a motion to have the Mills Group, LLC provide a master plan for way finding in the downtown area in amount not to exceed \$10,000. Councilmember Pritt seconded the motion. With all in favor the motion carried.

- The Finance Committee recommended approval to amend the employee policy regarding the holiday schedule to include Christmas Eve, New Year's Eve, the day after Thanksgiving and Juneteenth.

Councilmember Seams made a motion to amend the employee policy regarding the holiday schedule to include Christmas Eve, New Year's Eve, the day after Thanksgiving and Juneteenth. Councilmember Elkins seconded the motion. With all in favor the motion carried.

- City Manager Hill announced that Halloween would be held on Saturday, October 30, 2021 this year.

PUBLIC WORKS DEPARTMENT:

Public Works Director Tony Legg reported on the following items of interest:

- Track lights have been installed and are working.
- Viewing platforms overlooking the ball fields at Hollowell Park have been completed.
- A six (6) inch mainline water leak caused a Boil Water Advisory to be issued for residents in the US Route 60 area. It should be lifted by Thursday, August 19, 2021.
- The DOH has requested an extension of the Phase III of the US Route 219 Sidewalk project for repairs to remain in compliance with ADA. It should be started on September 7 and completed by September 30.

ADJOURNMENT:

Councilmember Seams made a motion to adjourn the meeting at 8:03 p.m. Councilmember Elkins seconded the motion. With all in favor the motion carried.