

City of Lewisburg
Finance Committee Meeting
Paul R. Cooley Council Chamber
and via ZOOM
942 Washington Street, West
Lewisburg, West Virginia 24901
Finance Committee Meeting Minutes
December 14, 2021

Present: Finance Committee Chairman Arron Seams, Mayor Beverly White; Councilmembers: Franklin Johnson, John Little, Valerie Pritt, Sarah Elkins; City Manager Misty Hill, Treasurer Susan Honaker.

Visitors: Jim King, Mills Group via zoom.

Call to Order: Chairman Seams called the Finance Committee meeting of the City of Lewisburg to order on Tuesday December 14, 2021 at 7:00 pm

Arts & Humanities Funding – Shanghai Parade Committee:

Chairman Seams introduced the request for Arts & Humanities Funding from the Shanghai Parade Committee for an amount of \$900. Discussion ensued.

Councilmember Johnson made a motion to recommend to City Council to approve the Arts & Humanities Funding request for the Shanghai Parade in the amount of \$900, contingent on the parade taking place. Councilmember Little seconded the motion. With all in favor the motion carried

Schleiff Construction LLC – Change Order No. 3 City Hall Repairs:

City Manager Misty Hill introduced Jim King to explain the Change Order No. 3 City Hall Repairs. Discussion ensued.

Councilmember Elkins made a motion to recommend to City Council to approve the Change Order No. 3 City Hall Repairs from Schleiff Construction in the amount of \$15,181.15. Councilmember Pritt seconded the motion. With all in favor the motion carried.

Schleiff Construction LLC – Pay Request No. 4:

Chairman Seams introduced the Pay Request No. 4 from Schleiff Construction, LLC. Jim King reported that all work is completed to date minus 10% retainage. He will be in the week after Christmas to do a final walk through. Discussion ensued.

Mayor White made a motion to recommend to City Council to approve the Pay Request No. 4 from Schleiff Construction LLC in the amount of \$50,000. Councilmember Johnson seconded the motion. With all in favor the motion carried.

Pay Scale Change:

City Manager Misty Hill presented pay scale change regarding the positions of Customer Field Service and Meter Technician to be combined to Customer Service Field Technician. Discussion ensued.

Councilmember Elkins made a motion to recommend to City Council to approve the adjusted pay scale change as presented with a salary max of \$17.50. Mayor White seconded the motion. Additional discussion ensued. With all in favor the motion carried.

Tyler Lemons – Salary Increase:

Councilmember Little made a motion to recommend to City Council to approve the salary increase for Tyler Lemons to \$14.50 per hour as presented. Councilmember Elkins seconded the motion. With all in favor the motion carried.

Human Resource Position:

City Manager Misty Hill stated that the selected applicant decided to decline the position.

Mayor White made a motion to table this item. Councilmember Pritt seconded the motion. With all in favor the motion carried.

Communications from Members:

Discussion ensued regarding the following issues:

- North 219 Sidewalk Project
- Sign and other violations within city limits
- Boil water at The Retreat regarding chlorine levels
- Flag at the Confederate Cemetery
- Water system upgrade

Approval of minutes:

November 9, 2021

Mayor White made a motion to approve the November 9, 2021 Finance Committee meeting minutes as presented. Councilmember Elkins seconded the motion. With all in favor the motion carried.

Adjournment:

Councilmember Pritt made a motion to adjourn the meeting. Councilmember Johnson seconded the motion. With all in favor the motion carried. Finance Committee meeting was adjourned at 8:30pm.

Respectfully Submitted, Susan Nutter