

**City of Lewisburg
Finance Committee Meeting
Paul R. Cooley Council Chamber
942 Washington Street, West
Lewisburg, West Virginia 24901
Finance Committee Meeting Minutes
December 12, 2023**

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

VISITORS: No Visitors were present.

CALL TO ORDER: Finance Chairman Arron Seams called the Finance Committee meeting of the City of Lewisburg to order at 7:00 p.m.

Arts & Humanities Funding- Greenbrier Historical Society- Shanghai Parade 2024

Councilmember Little made a motion to approve an Arts & Humanities funding request from the Greenbrier Historical Society for the 2024 Shanghai Parade in the amount of \$1,500. Councilmember Johnson seconded the motion. The Greenbrier Historical Society has agreed to act as a pass through entity for the Shanghai Parade to receive funds from the State of West Virginia. With all in favor the motion carried.

Resolution 537, Water System Improvement Project Pay Request #19

Councilmember Pritt made a motion to recommend approval of Resolution 537 approving invoices relating to services for the Water System Improvement Project in the amount of \$3,154,379.91 Mayor White seconded the motion. With all in favor the motion carried.

Water System Improvement Change Order 6-2, Contractor J.F. Allen Company Contract #6

Councilmember Little made a motion to approve Change Order 6-2 with Contractor J.F. Allen Company for Contract #6 in the amount of 26,896.27. Councilmember Elkins seconded the motion. With all in favor the motion carried.

Resolution 538, Public Works Building Pay Request #10

Councilmember Elkins made a motion to recommend approval of Resolution 538 approving invoices in the amount of \$358,290.00 relating to services for the public works building construction and authorizing payment thereof. Councilmember Pritt seconded the motion. With all in favor the motion carried.

Resolution 539, City of Lewisburg Storm water Study (CDBG-MIT funds) Pay Request #6

Councilmember Elkins made a motion to table Resolution 539 until the December 19, 2023 City Council meeting. Councilmember Pritt seconded the motion. With all in favor the motion carried.

Farmers Market Oversight

City Manager Misty Hill stated the WVU Greenbrier County Extension office and the Greenbrier County Commission no longer able to sponsor the Courthouse Farmers Market. Hill stated more research needed to be done on the issue of the City sponsoring the Farmers Market. Greenbrier County Commissioner Tammy Tinchler stated they would transfer any funds from the Courthouse Farmers Market to a new City Sponsored Farmers Market. Mary Surbaugh has agreed to act as an interim market manager until the job can be posted and filled.

Mon Power, easement for the West Parking lot

City Manager Misty Hill stated the City needs to negotiate with Mon Power to have an electric pole moved at the West Parking Lot. More time is needed until an agreement for the placement of the pole can be reached between the City of Lewisburg and Mon Power. Councilmember Elkins made a motion to table the Mon Power easement for West Parking lot until more information can be presented. Councilmember Pritt seconded the motion. With all in favor the motion carried.

Enterprise Lease of Vehicles

Councilmember Little made a motion to table the Enterprise Lease of Vehicles proposal until City Administration can gather more information until the December 19, 2023 City Council meeting. Councilmember Elkins seconded the motion. With all in favor the motion carried.

Volunteer of the Year designation

No decisions were made.

COMMUNICATIONS FROM MEMBERS:

Councilmember Seams will be not be present at the December City Council meeting.

COMMUNICATONS FROM CITY MANAGER:

- City Manager Hill stated the City is working with the West Virginia DNR on a proposed boat launch at Harper Road in 2024.
- City Manager Hill stated she is continuing to work with the Mills Group on the wayfinding project.

APPROVAL OF MINUTES:

October 10, 2023

Councilmember Elkins made a motion to approve the minutes of the October 10, 2023 Finance Committee meeting. Councilmember Johnson seconded the motion. With all in favor the motion carried.

ADJOURNMENT:

Councilmember Little made a motion to adjourn the meeting at 8:41 p.m. Councilmember Elkins seconded the motion. With all in favor the motion carried.