

**City of Lewisburg  
Finance Committee Meeting  
Paul R. Cooley Council Chamber  
942 Washington Street, West  
Lewisburg, West Virginia 24901  
Finance Committee Meeting Minutes  
April 11, 2023**

**PRESENT:** Mayor Beverly White, Councilmembers: Arron Seams, Franklin Johnson, Sara Elkins, John Little and Valerie Pritt; City Manager Misty Hill, Treasurer Susan Honaker, Police Chief Chris Teubert, Fire Chief Joey Thomas, Deputy Fire Chief Jason Boone, Firefighters: Matt Peltier and Matt Carver.

VISITORS: Greg Johnson , Lewisburg Literary Festival; Kenton Blackwood and Matthew Breakey with The Trasher Group.

**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 REQUESTS**

**LEWISBURG LITERARY FESTIVAL**

Greg Johnson, Program Director for the Lewisburg Literary Festival presented the line up for the festival to be held August 4<sup>th</sup> and 5<sup>th</sup>, 2023. There will be two venues during the festival, Carnegie Hall and Greenbrier Valley Theatre. Mr. Johnson stated in the past the city had awarded the festival \$8,000 towards the event.

Currently there is \$6,000 remaining in the Arts & Humanities Funding.

Council member Little made a motion to recommend to council to grant the Lewisburg Literary Festival \$3,000 this fiscal year. Mayor Whites seconded the motion. With all in favor the motion carried. Mr. Johnson was advised to apply in July for funding next fiscal year.

**GREENBRIER VALLEY CHORAL, INC.**

The committee reviewed a request for Arts & Humanities Funding from Greenbrier Valley Choral, Inc. for a 30<sup>th</sup> Anniversary Spring Concert to be held on May 7, 2023, in the amount of \$1,500.

Mayor White made a motion to recommend to council to grant Greenbrier Valley Choral, Inc. \$1,500. Council member Johnson second the motion. With all in favor the motion carried.

**WATER SYSTEM IMPROVEMENT PROJECT PAY REQUEST #10 RESOLUTION 514**

Council member Pritt made a motion to recommend to council the approval of the Water System

Improvement Project Pay Request #10 in the amount of \$2,537,839.92 after the committee reviewed the resolution. Council member Johnson seconded the motion. With all in favor the motion carried.

**WATER PLANT CHANGE ORDER REQUEST FOR WATER INTAKE ROAD**

Council member Little made a motion to table consideration to the council meeting to be held on Tuesday, April 18, 2023. Council member Elkins seconded the motion. With all in favor the motion carried.

**FIRE STATION NO. 1 UPDATE – THE THRASHER GROUP**

Kenton Blackwood and Matthew Breakey with The Thrasher Group reviewed the design of the new Fire Station No. 1 with the committee.

**WATER LEAK ADJUSTMENT POLICY UPDATE**

Treasurer Honaker stated the city currently had a policy, but the Public Service Commission of West Virginia has changed some of the regulations and therefore the policy must be updated to include these regulations. The main change is there used to be no adjustments for a commode leaking, but now it is required to give an adjustment for this type of leak.

**AUDIT REPORT**

Treasurer Honaker stated this was informational only, because it is required for the council to be given a copy of this report.

**PAY SCALE – AMENDMENT WITH RELATED SALARY INCREASES**

Council member Little after much discussion made a motion to recommend to council the approval the proposed salary increases listed below to be effective with the pay period starting April 13, 2023. Council member Pritt seconded the motion. With all in favor the motion carried.

		<b>Proposed Salary</b>	<b>Proposed Hourly Rate</b>	<b>Increase</b>	<b>Proposed Job Title if changing</b>
ROCK	DEFIBAUGH	\$33,488.00	\$16.10	\$1.90	no change
JASON	HANNA	\$41,600.00	\$20.00	\$1.46	GIS Technician
DONALD	HINKLE	\$33,488.00	\$16.10	\$2.00	no change
RICKY	JOHNSON	\$45,760.00	\$22.00	\$1.05	no change
TYLER	LEMONS	\$34,736.00	\$16.70	\$1.00	no change
PATRICK	MCCOY	\$33,488.00	\$16.10	\$2.00	no change
JOHN	MCMILLION	\$34,320.00	\$16.50	\$1.40	Laborer III Technician
JOHNNY	SOFIL	<u>\$36,296.00</u>	\$17.45	\$1.00	no change

Council member Little made a motion to recommend to council the adoption of the pay scale as presented. Council member Johnson seconded the motion. With all in favor the motion carried.

**Water Fund Budget Fiscal Year 2024**

Council member Elkins made a motion to recommend to council the adoption of the budget for the Water Fund for Fiscal Year 2024 as presented. Mayor White seconded the motion. With all in favor the motion carried.

**COMMUNICATIONS FROM MEMBERS**

Council member Seams stated he had received positive feedback concerning the Greenbrier River Trail opening earlier than expected.

**COMMUNICAITONS FROM CITY MANAGER**

City Manager Hill reported the contractor for the new public works building will start digging the footers in two weeks.

**APPROVAL OF MINUTES**

March 14, 2023

Council member Pritt made a motion to approve the minutes of the March 14, 2023, Finance Committee meeting as presented. Council member Little seconded the motion. With all in favor the motion carried.

March 15, 2023

Mayor White made a motion to approve the minutes of the March 15, 2023, Finance Committee meeting as presented. Council member Elkins seconded the motion. With all in favor the motion carried.

**ADJOURNMENT**

Council member Pritt made a motion to adjourn the meeting at 9:35 p.m. Council member Johnson seconded the motion. With all in favor the motion carried.