

**City of Lewisburg  
Finance Committee Meeting  
Paul R. Cooley Council Chamber  
942 Washington Street, West  
Lewisburg, West Virginia 24901  
Finance Committee Meeting Minutes  
May 9, 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, Director of Public Works Tony Legg and Fire Chief Joey Thomas.

**VISITORS:** Brent Burton, with Assured Partners of West Virginia (ZOOM).

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

*Workers Compensation Policy renewal*

Councilmember Little made a motion to table consideration of the Workers Compensation policy renewal to the May 16, 2023 City Council meeting pending more information about increasing the “experience modification (E-mod). Councilmember Elkins seconded the motion. With all in favor the motion carried.

*Water System Improvement Project Pay Request #11 – Resolution 516*

Mayor White made a motion to recommend approval of Resolution 516 to City Council. Councilmember Johnson seconded the motion. With all in favor the motion carried.

*City of Lewisburg Storm water Study (CDBG-MIT funds) Pay Request #4 – Resolution 512*

Councilmember Elkins made a motion to table consideration of the City of Lewisburg Storm water Study (CDBG-MIT funds) Pay Request #4 – Resolution 512 until the May 16, 2023 City Council meeting. Councilmember Pritt seconded the motion. With all in favor the motion carried.

*Public Works Building Pay Request #3 – Resolution 515*

Mayor White made a motion to table consideration of the Public Works Building Pay Request #3 – Resolution 515 until the May 16, 2023 City Council meeting. Councilmember Johnson seconded the motion. With all in favor the motion carried.

*Water System Improvement Project – Change Orders*

Councilmember Pritt made a motion to recommend approval of the balance of Change Order #6-1 – Contractor J.F. Allen Company for the Distribution System Upgrades, Change Order 8-1

Contractor Hayslett Construction – Water Treatment Plant and Change Order #8A-6 Contractor Orders Construction – Raw Water Intake for a net increase of \$138,052.36 and a balance of \$1.8 million for all of the change orders. Mayor White seconded the motion. With all in favor the motion carried.

Chapman Technical Group – Task Order #38 – Dogwood Heights culvert replacement

Councilmember Elkins made a motion to recommend approval of the Chapman Technical Group Task Order #38 for the Dogwood Heights Culvert replacement with money coming from the ARPA funds not to exceed \$35,000. Councilmember Johnson seconded the motion. With all in favor the motion carried.

Mountaineer Computer System Contract Renewal

Mayor White made a motion to recommend approval of the contract renewal at the discounted annual payment of \$9,048 due by May 31, 2023 with Mountaineer Computer Systems as presented. Councilmember Little seconded the motion. With all in favor the motion carried.

Imre Pentek Accountant Contract

Councilmember Little made a motion to recommend approval of the accountant contract with Imre Pentek in the amount of \$11,995 as presented. Councilmember Pritt seconded the motion. With all in favor the motion carried.

Donation of Police Vehicle to the City of Rainelle

Police Chief Teubert explained the Police Department had a 2013 Dodge Charger they would like to donate to the City of Rainelle to use a DARE program vehicle. He stated the Blue book value of the car was \$6,900. He stated that City Attorney Tom White had written an agreement for the donation of a 2013 Dodge Charger to the City of Rainelle.

Mayor White made a motion to recommend approval of the donation of a 2013 Dodge Charger to the City of Rainelle. Councilmember Elkins seconded the motion. With all in favor the motion carried.

Employee Merit Pay

Councilmember Pritt made a motion to recommend approval an employee merit pay raise as presented to be paid on May 25, 2023 for a total of \$30,220. Councilmember Elkins seconded the motion. With all in favor the motion carried.

General Fund Budget Fiscal Year 2023 – Revision #2

Councilmember Pritt made a motion to recommend approval of Revision #2 of the General Fund Budget for Fiscal Year 2023. Mayor White seconded the motion. With all in favor the motion carried.

**APPROVAL OF MINUTES:**

*April 11, 2023*

Mayor White made a motion to approve the minutes of the April 11, 2023, Finance Committee meeting as presented. Council member Elkins seconded the motion. With all in favor the motion carried.

**COMMUNICATIONS FROM MEMBERS:**

Mayor White stated she had attended the Greenbrier Choral Spring concert. She stated it was a beautiful concert.

**COMMUNICAITONS FROM CITY MANAGER:**

City Manager Hill reported the City had received a write up from the DEP for the Water System Upgrade project.

**ADJOURNMENT:**

Council member Elkins made a motion to adjourn the meeting at 9:07 p.m. Council member Little seconded the motion. With all in favor the motion carried.