

**City of Lewisburg
Finance Committee Meeting
Paul R. Cooley Council Chamber
942 Washington Street, West
Lewisburg, West Virginia 24901
Finance Committee Meeting Minutes
February 13, 2024**

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

VISITORS: Amber Hinkle, Executive Director of Greenworks and Myles Yates, Managing Director of Greenworks Recycling; Jill Gwinn and Emily Shirey with the Greenbrier Valley Home and Garden Tour Committee.

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 Request – Greenbrier Valley Home and Garden Tour

Jill Gwinn presented a request from the Greenbrier Valley Home and Garden Tour in the amount of \$3,500 for publicity for the upcoming Biannual Homes Tour fundraiser. 7 homes will be featured in the tour, five of which are in Lewisburg.

Councilmember Little made a motion to recommend the approval of an Arts and Humanities Funding request in the amount of \$3,500 for publicity for the Greenbrier Valley Home and Garden Tour held in June. Councilmember Pritt seconded the motion. With all in favor the motion carried.

Greenworks Recycling Contract Renewal

Myles Yates, the managing director of Greenworks Recycling presented a contract for renewal between the City of Lewisburg and Greenworks Recycling. A discussion ensued regarding the operations of Greenworks Recycling and a proposed increased cost. Yates noted that they serve 250 customers.

Councilmember Little made a motion to table the recommendation to renew the contract with Greenworks Recycling allowing the City administration time to review the proposed contract. Councilmember Pritt seconded the motion. With all in favor the motion carried.

Resolution 544 – Water System Improvement Project Pay Request 21

Mayor White made a recommendation to approve Resolution 544 – Water System Improvement Project Pay Request 21 in the amount of \$901,197.95 as presented. Councilmember Pritt

seconded the motion. With all in favor the motion carried.

Resolution 539, City of Lewisburg Stormwater Improvement Project Pay Request #7

Councilmember Pritt made a motion to recommend approval of Resolution 539 in the amount of \$19,650.00 as presented. Councilmember Little seconded the motion. With all in favor the motion carried.

Public Works Building Change Order # 4 – DCI/Shires, Inc.

Councilmember Johnson made a motion to recommend approval of the Public Works Building Change Order #4 in the amount of \$29,397.47 as presented pending approval by the Building Commission. Councilmember Elkins seconded the motion. With all in favor the motion carried.

The Thrasher Group, Inc. Pay Request 11 – Fire Station One

Councilmember Johnson recommended approval of Pay Request 11 with the Thrasher Group in the amount of \$8,925.00 for the schematic design, design development, construction documents, bidding, construction administration and geotechnical services as presented. Councilmember Elkins seconded the motion. With all in favor the motion carried.

Water Plant Maintenance Employee with pay scale

City Manager Misty Hill stated this would be the creation of a new position to start prior to the completion of the new water plant. She presented a job description in the binder.

Councilmember Elkins recommended approval of the creation of a position of a water plant maintenance employee with a pay scale of \$12.50 to \$15.00. Councilmember Little seconded the motion. With all in favor the motion carried.

Travis Howard – Class II Water Operator Certification pay increase

Councilmember Pritt recommended approval of a pay increase for Travis Howard from \$18.00 an hour to \$20.20 an hour for achieving the status of Class II Water Operator. Mayor White seconded the motion. With all in favor the motion carried.

Merit Pay

Councilmember Johnson recommended approval of granting merit pay to employees of up to 25 cents an hour based on an annual evaluation. Councilmember member Pritt seconded the motion. With all in favor the motion carried.

COMMUNICATIONS FROM MEMBERS:

Councilmembers discussed revenue options available for the City.

COMMUNICATONS FROM CITY MANAGER:

- City Manager Hill stated she had met with the Lewisburg Downtown Business Association to discuss upcoming and future events.
- City Manager Hill stated she was going to meet with representatives from the Healing Appalachia Concert this week. This concert happens in September on the grounds of WV State Fair.
- City Manager Hill stated she would like to recommend the Finance Committee meet on Tuesday, March 12, 2024 at 7 pm and Wednesday, March 13, 2024 beginning at 8:30 am.

APPROVAL OF MINUTES:

January 9, 2024

Mayor White made a motion to approve the minutes of the January 9, 2024 Finance Committee meeting. Councilmember Pritt seconded the motion. With all in favor the motion carried.

ADJOURNMENT:

Councilmember Pritt made a motion to adjourn the meeting at 10:12 p.m. Councilmember Johnson seconded the motion. With all in favor the motion carried.