

**City of Lewisburg  
Finance Committee Meeting  
Paul R. Cooley Council Chamber  
942 Washington Street, West  
Lewisburg, West Virginia 24901  
Finance Committee Meeting Minutes  
December 10, 2024**

**PRESENT:**

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

**CALL TO ORDER:**

Chairman Arron Seams called the meeting to order at 7:00 p.m.

*Resolution 572 Water System Improvement Project Pay Request 31*

Mayor White made a motion to approve Pay Request 31 in the amount of \$1,062,189.36 for Resolution 572 Water System Improvement Project Pay Request 31, as presented. Councilmember Pitt seconded the motion. With all in favor, the motion carried.

*Contract for Generator Services (Water Plant, New Intake, and The Retreat)*

City Manager Hill stated that The Retreat contract is not included at this time, as the current generator will need to be tested before entering a contract.

Councilmember Pritt made a motion to approve the Contract for the Intake and Water Plant in the amount of \$15,563.69 for a duration of three (3) years. Councilmember Little seconded the motion. With all in favor, the motion carried.

*The Lost Trail Studio Training Video*

Mayor White made a motion to approve the Lost Trail Studio Training Video on the Belt Press in the amount of \$6,514.00. Councilmember Johnson seconded the motion. With all in favor, the motion carried.

*The Lost Trail Studio Water Plant Transformation Video*

Councilmember Pritt made a motion to approve The Lost Trail Studio Transformation Video in the amount of \$10,914.00. Councilmember Elkins seconded the motion. With (5) five in favor and (1) one opposed (Little) the motion carried.

*Greenbrier County Library Painting Bid Approval*

Councilmember Elkins made a motion to approve Custom Design Painting & Drywall contract in the amount of \$28,900. Total cost of project not to exceed \$40,000. Councilmember Johnson seconded the motion. With all in favor, the motion carried.

*Promotion of Interim Chief Water Plant Operator with related salary increase*

Councilmember Pritt made a motion to approve the promotion of Interim Chief Water Plant Operator Aaron Brown with a related salary increase to \$29.00/hour to re-evaluate in six (6) months of a probationary period. Councilmember Pritt seconded the motion. With all in favor, the motion carried.

*PayScale Update*

Councilmember Pritt made a motion to approve the increase in Chief Operator pay scale range max from \$28.20 to \$35.00. Councilmember Elkins seconded the motion. With all in favor, the motion carried.

*Fire Engine Replacement Quote Approval*

Per Fire Chief Thomas they have only received one (1) bid with a 3% increase in the quote beginning December 31, 2024. There is a two (2) year build out currently.

Councilmember Little made a motion to table the consideration to approve the Fire Engine Replacement Quote until further information can be presented to City Council. Councilmember Elkins seconded the motion. With all in favor, the item is tabled.

*Volunteer of the Year*

Discussion was held amongst the Councilmembers.

Greenbrier Valley Solid Waste Agreement

City Attorney Tom White requested table the agreement until presented to City Council.

Mayor White made a motion to table the discussion of the agreement with Greenbrier Valley Solid Waste until able to be heard at City Council. Councilmember Pritt seconded the motion. With all in favor, the item is tabled.

**COMMUNICATIONS FROM MEMBERS:**

Various comments made that the Holiday décor looks amazing around the city.

**COMMUNICATIONS FROM CITY MANAGER:**

- Discussed meeting with Chapman Technical Group concerning the pre-bid opening for the Lafayette St. & Randolph St Stormwater Study.
- Gave reminder of the Employee Luncheon to be held on December 13<sup>th</sup> at 11:00 a.m. at the Clingman Center.
- Recap of the MTA board meeting.
- Updated on the Dog Park to begin in Spring.

**MINUTES:**

Councilmember Little made a motion to approve the Finance Committee Minutes from November 12, 2024, as presented. Councilmember Elkins seconded the motion. With all in favor, the motion carried.

**ADJOURNMENT:** Councilmember Pritt made a motion to adjourn the meeting at 8:29 p.m. Councilmember Johnson seconded the motion. With all in favor, the motion carried.