

**City of Lewisburg
Finance Committee Meeting
Paul R. Cooley Council Chamber
942 Washington Street, West
Lewisburg, West Virginia 24901
Tuesday July 14, 2026, 7:00 p.m.
Finance Committee Meeting Minutes**

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

VISITORS: Shay Schleiff with Lewisburg Literary Festival

CALL TO ORDER: Finance Chairperson Arron Seams called the meeting to order at 7:00 p.m.

Arts and Humanities Funding Request – Lewisburg Literary Festival

Chairperson Seams welcomed Shay Schleiff with the Lewisburg Literary Festival stated they are extremely excited for the Festival this year, at this time they have currently have 4 authors slated for workshops. She stated the Festival is free to attend thanks to donations and fundraising throughout the year.

Councilmember Pritt made a motion to recommend for Council, seconded by Councilmember Johnson to approve the Arts and Humanities funding request in the amount of \$6,000.00 for the Lewisburg Literary Festival as presented. No further discussion. With all in favor motion carried.

City Hall HVAC Renovation Bid approval

Councilmember Little made a motion, seconded by Councilmember Johnson to table to City Council the City Hall HVAC renovation bid approval at this time. No further discussion. With all in favor motion carried.

Greenbrier County Library HVAC Bid approval

Councilmember Little made a motion, seconded by Councilmember Johnson to table to City Council the Greenbrier County Library HVAC bid approval at this time. No further discussion. With all in favor motion carried.

Hollowell Park Playground Equipment Upgrade Quote Approval

City Manager Hill stated the City has received a bid to upgrade the playground equipment at Hollowell Park in the amount of \$74,996.51 from GameTime. She stated this will update the equipment and make it more accommodating for all children. Councilmember Little stated we have been awarded a grant in the amount of \$15,000.00 and asked were the rest of the funds will come from? City Manager Hill stated the fund will come from the excess B & O Taxes collected in the last Fiscal year.

Councilmember Little made a motion for recommendation to Council, seconded by Councilmember Pritt to approve the bid in the amount of \$74,996.51 with \$15,000.00 coming from a grant from the Hollowell Foundation and the balance of \$59,996.51 from the City, for the upgrade to the playground area at Hollowell Park. No further discussion. With all in favor motion carried.

Public Works Quote approval purchase of Dump Truck with bond funds

City Manager Hill stated the Building Commission with Director Legg has reviewed the bids for the Dump Truck for Public Works and is recommending to accept the bid from Worldwide Equipment of WV in the amount of \$138,590.00 as presented.

Councilmember Janiga made a motion by recommendation from the Building Commission to recommend for Council, seconded by Councilmember Johnson to approve the dump truck bid in the amount of \$138,590.00 from Worldwide Equipment of WV as presented. No further discussion. With all in favor motion carried.

Public Works Quote approval of electrical work for garage doors with bond funds

City Manager Hill stated the Building Commission with Director Legg has reviewed the bid for the electrical work for the garage doors at the Public Works Building, she stated Director Legg had requested 2 additional bids but at this time have not received them.

Councilmember Little made a motion by recommendation from the Building Commission to recommend to Council, seconded by Councilmember Johnson to approve the bid for the electrical work for the garage doors at the Public Works Building from WV Electric not to exceed \$3,349.62 as presented. No further discussion. With all in favor motion carried.

Public Works Quote approval of utility equipment trailer

Councilmember Janiga made a motion by recommendation from the Building Commission to recommend to Council, seconded by Councilmember Pritt to approve the purchase of the utility equipment trailer in the amount of \$10,850.00 as presented. No further discussion. With all in favor motion carried.

Water Plant - Electronic Specialty Company Service Agreement

Mayor White made a motion, seconded by Councilmember Johnson to table the Water Plant Electronic Specialty Company Service Agreement until more information is available. No further discussion. With all in favor motion carried.

Police Department – SWAT Training

Chairperson Seams stated that Chief Teubert is requesting approval to schedule the phase II SWAT training for the 6 SWAT team officers. The request is for \$21,600.00 which includes \$17,400.00 for the class and up to \$4,200.00 for training ammo and training aids. Chief Teubert stated this is part of this 2026-2027 budget.

Councilmember Little made a motion for recommendation to Council, seconded by Councilmember Janiga to approve the Police Department phase II SWAT training in the amount of \$21,600.00 as presented. No further discussion. With all in favor motion carried.

CDL license Wage Increase Jonathan Cook

Councilmember Pritt made a motion for recommendation to Council, seconded by Councilmember Janiga to approve the wage increase for Jonathan Cook in the amount of \$.50 an hour from \$16.50 to \$17.00 for successfully obtaining his WV CDL license. No further discussion. With all in favor motion carried.

CDL license Wage Increase Bobby Davis

Councilmember Pritt made a motion for recommendation to Council, seconded by Councilmember Little to approve the wage increase for Bobby Davis in the amount of \$.50 an hour from \$17.50 to \$18.00 for successfully obtaining his WV CDL license. No further discussion. With all in favor motion carried.

Proposed Pay Scale Update

Councilmember Little made a motion for recommendation to Council, seconded by Councilmember Pritt to approve the City of Lewisburg updated pay scale as presented. No further discussion with all in favor motion carried.

Proposed COLA Increases

Mayor White made a motion for recommendation to Council, seconded by Councilmember Little to approve the proposed COLA increases for the City of Lewisburg employees to go into effect the first pay period of August 2026 as presented. No further discussion. With all in favor motion carried.

Year-end lunch- training event quote approval

Councilmember Pritt made a motion for recommendation, seconded by Mayor White to accept the quote from Old Red Mill in the amount of \$2,070.00 for the end of year lunch-training event as presented. No further discussion. With all in favor motion carried.

Water System Update

Councilmember Pritt made a motion, seconded by Councilmember Little to go into Executive Session at 7:55 p.m. No further discussion. With all in favor motion carried.

Councilmember Little made a motion, seconded by Councilmember Janiga to return from Executive Session at 8:25 p.m. No further discussion. With all in favor motion carried.

Chairperson Seams stated no decisions were made during Executive Session.

Communication from Members

Councilmember Little ask for a list of wage increases and the upgrades to the City's infrastructure since 2020.

Communication from City Manager

City Manager Hill stated she has worked with the contractor and sign company for the new signs at the Public Works and Water Plant and have reduced the proposal approximately \$10,000.00.

Approval of Minutes

Councilmember Pritt made a motion, seconded by Councilmember Janiga to approve the minutes from the May 12, 2026, meeting as presented. No further discussion. With all in favor the motion carried.

Adjournment

Councilmember Little made a motion, seconded by Councilmember Johnson to adjourn at 8:41p.m. No further discussion. With all in favor the motion carried.

Respectfully Submitted,

Crystal Ratliff
City Clerk