

## **Minutes of City Council**

**November 14, 2023**

### **Regular Session**

The Council of the City of Lewisburg met in regular session on Tuesday, November 14, 2023 at 7:00 p.m. in the Paul R. Cooley Council Chambers at 942 Washington St. West, Lewisburg, WV also available VIA a Zoom Teleconference call.

**PRESENT:** Mayor Beverly White, City Manager Misty Hill, Councilmembers, Sarah Elkins, Franklin Johnson, John Little, Valerie Pritt & Arron Seams; City Clerk Shannon Beatty, Police Chief Christopher Teubert, Director of Public Works Tony Legg and Treasurer Susan Honaker

**ABSENT:** Fire Chief Joey Thomas

**VISITORS:** Reporter Brandon Baker with the WV Daily News (ZOOM), Reporter Sarah Richardson with the Mountain Messenger (ZOOM); McKenna Blankenship, Paula Janiga, Mike Treman and Kristen McClung.

### **CALL TO ORDER:**

Mayor White called the meeting to order at 7:00 p.m.

#### *Introduction of Patrolman, McKenna Blankenship*

Police Chief Teubert introduced the City's newest patrolman, McKenna Blankenship to City Council. She began working for the Police Department on October 31, 2023. She will be attending Fairmont State in January to complete her certification.

### **COMMUNICATIONS FROM BOARDS AND COMMISSIONS:**

#### *Planning Commission Report*

Councilmember Little reported on the following events of the November 2, 2023 Planning Commission meeting:

- The Planning Commission reviewed and forwarded approval for the West Parking Lot Site Plan as submitted by the Lewisburg Foundation contingent upon the approval of the removal of stairs from the side of the True Value Building by the Lewisburg Historic Landmark Commission.

Mayor White opened a public hearing regarding the site plan for the West Parking Lot submitted by the Lewisburg Foundation at 7:18 pm. Hearing no comments from the public, Mayor White closed the hearing.

Councilmember Seams made a motion to approve the West Parking Lot Site Plan as submitted by the Lewisburg Foundation contingent upon the approval of the removal of stairs from the side of the True Value Building by the Lewisburg Historic Landmark Commission. Councilmember Pritt seconded the motion. With all in favor the motion carried.

**RESOLUTION:**

*Resolution 523, City of Lewisburg Storm water study (CDBG-MIT funds) pay request 5*

City Clerk Beatty read the title of Resolution 523 for passage:

“RESOLUTION OF THE CITY OF LEWISBURG APPROVING INVOICES RELATING TO ENGINEERING SERVICES FOR THE CITY OF LEWISBURG STORMWATER ASSESSMENT AND MANAGEMENT STUDY AND AUTHORIZING PAYMENT THEREOF.”

Councilmember Seams made a motion to approve Resolution 523 in the amount of \$19,350.00 Councilmember Elkins seconded the motion. With all in favor the motion carried.

*Resolution 534, Water System Project pay request 18*

City Clerk Beatty read the title of Resolution 534 for passage:

“RESOLUTION OF THE CITY OF LEWISBURG APPROVING INVOICES RELATING TO SERVICES FOR THE WATER SYSTEM IMPROVMENTS PROJECT AND AUTHORIZING PAYMENT THEREOF.”

Councilmember Little made a motion to approve Resolution 534 in the amount of \$2,628,685.92 for passage. Councilmember Seams seconded the motion. With all in favor the motion carried.

*Resolution 535, Public Works Building Project pay request 9*

City Clerk Beatty read the title of Resolution 535 in the amount of \$448,696.51 for passage:

“RESOLUTION OF THE CITY OF LEWISBURG APPROVING INVOICES RELATING TO SERVICES FOR THE PUBLIC WORKS BUILDING CONSTRUCTION AND AUTHORIZING PAYMENT THEREOF,”

Councilmember Seams made a motion to approve Resolution 535 in the amount of \$448,696.51. Councilmember Pritt seconded the motion. With all in favor the motion carried.

*Change Order #3, Public Works Building, DCI Shires*

Councilmember Elkins made a motion to approve Change Order #3 for the Public Works Building Construction with DCI Shires in the amount of \$11,628.97. Councilmember Johnson seconded the motion. With all in favor the motion carried.

Councilmember Seams noted this change order was also presented to and approved by the Building Commission at the November 14, 2023 Building Commission meeting.

**PROCLAMATIONS:**

*Extra Mile Day*

Mayor White read a proclamation announcing November 1, 2023 as Extra Mile Day in Lewisburg.

*Family Court Awareness Month*

Mayor White read a proclamation designating November as Family Court Awareness Month in Lewisburg.

**COMMUNICATIONS FROM THE MAYOR:**

Mayor White asked everyone present to stand in silence to honor the passing of Lewisburg Firefighter Bernie Simmons.

**COMMUNICAITONS FROM THE CITY MANAGER:**

*Fire Station Construction – The Thrasher Group, Inc. pay request # 8 and #9*

City Manager Hill stated that monthly meetings are held with The Thrasher Group regarding the construction plans for the new fire station. She stated that Fire Chief Thomas will be meeting with Thrasher in a few weeks to review the schematics of the building.

Councilmember Seams made a motion to approve pay request 8 and 9 for the Thrasher Group for the Fire Station Construction each in the amount of \$8,925.00. Councilmember Elkins seconded the motion. With all in favor the motion carried.

*Dogwood Heights, culvert replacement for storm water, bid approval*

City Manager Hill stated the low bidder for the Dogwood Heights culvert replacement project was Bear Contracting, LLC in the amount of \$257,750.00. She stated it was necessary to secure a few easements before work could begin.

Councilmember Seams made a motion to approve the low bidder for the Dogwood Heights culvert replacement project, Bear Contracting, LLC in the amount of \$257,750.00 and to authorize Mayor White to sign documents related to the project. Councilmember Little seconded the motion. With all in favor the motion carried.

*Selection of 2023 Audit Procurement Committee*

City Manager Hill stated Ferrari & Associates was the only one of three firms to respond and offer a bid for the City's audit.

Councilmember Pritt made a motion to hire Ferrari & Associates in the amount of \$14,000 to do the 2023 audit for the City of Lewisburg. Councilmember Seams seconded the motion. With all in favor the motion carried.

Updates from City Manager

- City Manager Hill stated that she and the Director of Public Works have had meetings with all the contractors relating to the Water Construction Project. She noted the scaffolding has been removed at the new Yates tank site. She stated they expect construction on the tank to be completed in January 2024.
- The City is requesting a permit to “open cut” Route 60 to Holt Lane with the Water Construction Project water lines. Hill stated that crews will be working at night and approval will be required from City Council because of the noise ordinance. She noted this “open cut” method is needed because of the sewer, water and gas lines.
- Hill indicated that progress with the Wayfinding is still being made. She stated she hopes to present color options to City Council soon for the new entrance signs. She said that restaurants, entertainment and restrooms would be marked on the wayfinding signage.
- Grants have been written and submitted for a dog park and to update the Historic District.
- City crews have been working on Christmas decorations.
- The Christmas Tree Lighting Ceremony sponsored by the Lewisburg in Bloom Committee will be held on Saturday, November 18 in the Greenspace at 6 pm.
- The Lewisburg Christmas Parade is Thursday, November 30, 2023 at 7 pm. A banner featuring the “My Lewisburg” app will be displayed on one of the fire trucks during the parade.
- Paula with the Greenbrier Homeland Security has reiterated that she would prefer the City to use its “One Call” system for boil water advisories instead of using the County’s Nixle system.

**COMMUNICATIONS FROM CITY COUNCIL MEMBERS:**

City Council Member Elkins stated the GEHS Band Boosters is interested in applying for City Video Lottery grant funds for two projects. She asked Treasurer Honaker how much funding was left. Honaker stated there was \$13,500 in the Video Lottery Fund. She noted applications were available on the City website.

Councilmember Little stated he appreciated that Director of Public Works Legg had required the contractor with the Water Construction Project fix the paving on Summit Avenue that was crooked. Little stated the first round of paving looked really bad.

Councilmember Little asked if there were any plans for a dilapidated structure near City resident Tamara Pence on Green Lane. City Manager Hill answered no. She stated there are several other structures as well but more steps needed to be done before the City could move forward with the dilapidated structures. Treasurer Honaker stated the City needs to create a land bank to be able to take care of dilapidated structures. She stated there was already a lien on that property for nonpayment of municipal service fees.

Councilmember Little asked if low water in the Greenbrier River was causing any issues at the water plant. City Manager Hill indicated the water plant was doing ok but that we needed rain. Hill stated the Water System Project was not an expansion of the system but rather an upgrade of the water plant which would allow the City to sustain the users we have. She indicated that a close watch was kept on water usage in Lewisburg by the administration to be able to keep up with demand.

**COMMUNICATIONS FROM THE POLICE DEPARTMENT:**

Mayor White stated that a copy of Chief Teubert's report had been included in the information packet and asked if City Councilmembers had any questions for Chief Teubert.

**COMMUNICATIONS FROM THE FIRE DEPARTMENT:**

Mayor White stated that a copy of Chief Thomas's report had been included in the information packet. She stated that since he is absent Council members should feel free to contact him if they have any questions.

City Manager Hill presented a copy of a mutual aid agreement with the Greenbrier Valley Airport. She noted a copy was placed in their packet and is up for renewal. The only change to the agreement is the date.

Councilmember Elkins made a motion to approve the annual mutual aid agreement between the Lewisburg Fire Department and the Greenbrier Valley Airport as presented. Councilmember Seams seconded the motion. With all in favor the motion carried.

**PUBLIC WORKS DEPARTMENT REPORT:**

Mayor White stated that a copy of the Public Work's Director Legg's report had been included in the information packet and asked if City Councilmembers had any questions for the Director.

**APPROVAL OF MINUTES:**

*Regular Session, October 17, 2023*

Councilmember Seams made a motion to approve the Regular Session October 17, 2023 minutes with one correction. Councilmember Johnson seconded the motion. With all in favor the motion carried.

**VISITOR'S REPORTS:**

No reports were given.

**ADJOURNMENT:**

Councilmember Seams made a motion to adjourn the meeting at 8:09 p.m. Councilmember Pritt seconded the motion. With all in favor the motion carried.

