

Minutes of City Council

March 21, 2023

Regular Session

The Council of the City of Lewisburg met in regular session on Tuesday, March 21, 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, Councilmembers, Sarah Elkins, John Little, Franklin Johnson, Valerie Pritt & Arron Seams; City Manager Misty Hill, City Clerk Shannon Beatty, Treasurer Susan Honaker, Police Chief Chris Teubert, Director of Public Works Tony Legg and Fire Chief Joey Thomas.

VISITORS: Reporter Carolyn Cleaton with the WV Daily News (ZOOM) and Reporter Sarah Richardson with the Mountain Messenger; Mollie Arbogast and Eric Ellison.

CALL TO ORDER:

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

ORDINANCE:

Ordinance 317

City Clerk Shannon Beatty read the title of Ordinance 317 for first reading:

“AN ORDINANCE OF THE COUNCIL OF THE CITY OF LEWISBURG APPROVING AND ADOPTING THE 2023 REPLACEMENT PAGES TO THE CODIFIED ORDINANCES OF THE CITY OF LEWISBURG.”

City Clerk Shannon Beatty explained this would update all the ordinances that have been passed since the codified ordinances were updated. And would bring any State Code changes up to date in the City codified ordinances.

Councilmember Seams made a motion to approve Ordinance 317 as presented on first reading. Councilmember Elkins seconded the motion. With all in favor the motion carried.

RESOLUTION:

Resolution 511

City Clerk Shannon Beatty read the title of Resolution 511 for passage:

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

Councilmember Seams made a motion to approve Resolution 511 as presented. Councilmember Elkins seconded the motion.

Councilmember Seams noted this resolution was reviewed and recommended for approval by the Finance Committee.

With all in favor the motion carried.

PROCLAMATION:

National Social Work Month

Mayor White read a proclamation recognizing March 2023 as National Social Work Month in the City of Lewisburg.

COMMUNICATIONS FROM THE MAYOR:

Mayor White stated that Councilmember Elkins and Little and Mayor White would be running unopposed in the upcoming June 13, 2023 Municipal Election.

COMMUNICATIONS FROM THE CITY MANAGER:

Adopt the Order Calling for the Levy Election

City Manager Hill stated this would be a continuation of the current levy that has been in place for many years. Hill said this levy would provide funds for the Police Department, Fire Department, City streets, street lights, parks, and other City property and capital improvements. This would account for an annual estimated amount of \$550,033 and a total estimated amount of \$2,750,165 for five years. She stated the order calling for the levy election was reviewed by Treasurer Honaker, City Manager Hill, City Clerk Beatty, City Attorney White and a representative from the State Auditor's Office.

Councilmember Seams made a motion to approve the Order Calling for the Levy Election as presented. Councilmember Pritt seconded the motion. With all in favor the motion carried.

Water Plant Project Update

City Manager Hill stated that she and Director of Public Works Legg attended meetings all day on March 21 with the contractors and Chapman Technical Group, the City engineers reviewing the work done on the water plant upgrade.

Hill displayed and gave a PowerPoint presentation to City Council showing photos of the water line construction work on the Greenbrier River Trail. She noted the contractors had tested the new valves on March 16th. She stated the biggest news to share is that construction on the Greenbrier River Trail should be completed by mid-summer. She stated the City opened the new trailhead parking lot at Harper (Hopper) Road (that the City was required to build via the agreement with the DNR to do water line construction on the Greenbrier River Trail.) She stated

that Mon Power was preparing to install a new electric power line upgrade for the new intake. She noted that water line construction would begin on Dwyer Lane during the week of March 27, 2023.

Public Works Building Update

City Manager Hill stated she had met with the engineers working on the new Public Works Building. They indicated there was probably about two more weeks of excavation work to do at that building site.

COMMUNICATIONS FROM BOARDS AND COMMISSIONS:

Planning Commission Report

Planning Commission President Little reported on the following events of the March 2, 2023 Planning Commission working session meeting:

- The Planning Commission did not hold a working session on March 2, 2023.
- The Planning Commission recommended approval of conditional use permit for Chris Chanlett to operate a three plus bedroom Airbnb at 249 Maple Street. The applicant proved that the Airbnb would not endanger the health and safety of the public, that it would not injure the value of the adjoining properties, be out of harmony with the area or be out of conformity with the official community plan.

Mayor White called a public hearing to order at 7:30 regarding the conditional use. Hearing no comments from the public, she closed the hearing.

Councilmember Little made a motion to approve a conditional use permit from Chris Chanlett to operate a three plus bedroom Airbnb at 249 Maple Street. Councilmember Elkins seconded the motion. With all in favor the motion carried.

Parks Commission Report

Parks Commission Chair Elkins reported on the following events of the March 7, 2023 Parks Commission meeting:

- An update was given about the field lights at Hollowell and Dorie Miller Parks.
- The Parks Commission discussed Hollowell and Little League, Senior and Softball field rentals.
- The Parks Commission considered the possibility of raising the fees for use of the fields for a Special Event application.
- Project updates were given.

COMMUNICATIONS FROM CITY COUNCIL MEMBERS:

Councilmember Little said he had been contacted by neighbors of a dilapidated house structure at the corner of Walnut Street and Green Lane. He stated that he does not feel like the property owner has made good faith efforts to repair the structure. He said he feels like the structure is a safety concern. He stated he would like to have the City Attorney investigate this issues to see what can be done. He noted he feels like the structure is clearly a danger and is deprecating the value of adjoining properties.

Councilmember Seams stated he would like to thank City Council members, and the Mayor for having such thoughtful budget discussions. He said he was honored to serve on City Council with them. He stated he appreciated the hard work that Department Heads had put into the budget process before the meetings.

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 and asked if City Councilmembers had any questions for the Chief.

COMMUNICATIONS FROM COUNCIL COMMITTEES:

Finance Committee Report

Finance Chair Arron Seams reported on the following items of interest from the March 14 and March 15, 2023 Finance Committee meetings:

- The Finance Committee recommended approval of a Video Lottery Funding request from the Greenbrier East High School Projection Graduation Committee in the amount of \$4,000 for food for the event.

Councilmember Seams made a motion to approve a Lottery Funding request from the Greenbrier East High School Projection Graduation Committee in the amount of \$4,000 for food for the event. Councilmember Pritt seconded the motion. With all in favor the motion carried.

- The Finance Committee recommended approval of an Arts & Humanities Funding request in the amount of \$5,000 from the New River Technical and Community College Foundation for a beautification project to erect a statue on the NRTC grounds in Lewisburg.

Councilmember Seams made a motion to approve an Arts & Humanities Funding request in the amount of \$5,000 from the New River Technical and Community College Foundation for a beautification project to erect a statue on the NRTC grounds in Lewisburg. Councilmember Elkins seconded the motion. With all in favor the motion carried.

- The Finance Committee recommended approval of the water treatment plant cleaning sedimentation basin contract with Summit Environmental Services in the amount of \$73,600.

Councilmember Seams made a motion to approve the water treatment plant cleaning sedimentation basin contract with Summit Environmental Services in the amount of \$73,600. Councilmember Johnson seconded the motion. With all in favor the motion carried.

- The Finance Committee recommended approval of the emergency purchase of a GPS unit from Charleston Blueprint for the Water Department in the amount of \$14,064.00.

Councilmember Seams made a motion to approve the emergency purchase of a GPS unit from Charleston Blueprint for the Water Department in the amount of \$14,064.00. Councilmember Johnson seconded the motion. With all in favor the motion carried.

- The Finance Committee recommended approval of the emergency purchase of a Motorola server in the amount of \$15,440 for the Police Department.

Councilmember Seams made a motion to approve the emergency purchase of a Motorola server in the amount of \$15,440 for the Police Department. Councilmember Little seconded the motion. With all in favor the motion carried.

- The Finance Committee recommended approval of the purchase of additional geo technical services from Terracon and Thrasher Engineering for the construction of the Fire Station in the amount of \$15,00 and to move \$15,00 from the Fire Construction Fund into the General Fund.

Councilmember Seams made a motion to approve the purchase of additional geo technical services from Terracon and Thrasher Engineering for the construction of the Fire Station in the amount of \$15,000 and to move \$15,000 from the Fire Construction Fund into the General Fund. Councilmember Pritt seconded the motion. With all in favor the motion carried.

- The Finance Committee recommended approval of an amendment to the lease agreement with City National Bank for the space adjacent to the Center Green Space. The lease will be for a period of five years.

Councilmember Seams made a motion to approve an amendment to the lease agreement with City National Bank for the space adjacent to the Center Green Space. The lease will be for a period of five years. Councilmember Elkins seconded the motion. With all in favor the motion carried.

- The Finance Committee recommended approval of a bid in the amount of \$121,250 from W.V Electric & Construction to replace the field lights at Hollowell Park on the Little League field. With money coming from a \$60,000 Greenbrier County Commission grant, \$10,000 Hamilton Foundation grant and \$51,250 coming from the General Fund budget to pay for the cost of the lights.

Councilmember Seams made a motion to approve a bid in the amount of \$121,250 from W.V Electric & Construction to replace the field lights at Hollowell Park on the Little League field. With money coming from a \$60,000 Greenbrier County Commission grant, \$10,000 Hamilton Foundation grant and \$51,250 coming from the General Fund budget to pay for the cost of the lights. Councilmember Johnson seconded the motion. With all in favor the motion carried.

- The Finance Committee recommended approval of the appointment of Jonathan Spence as the Labor III/Parks Crew Leader (Labor I to Labor III/Parks Crew Leader) with the associated pay raise of \$1.50 an hour.

Councilmember Seams made a motion to approve the appointment of Jonathan Spence as the Labor III/Parks Crew Leader (Labor I to Labor III/Parks Crew Leader) with the associated pay raise of \$1.50 an hour. Councilmember Pritt seconded the motion. With all in favor the motion carried.

- The Finance Committee recommended approval to grant an annual salary increase and pay scale approval to the following employee's salaries to these amounts on July 1, 2023:

City Manager, \$6,276.80
Treasurer, \$4,232.00
Public Works Director, \$6,048.00
Police Chief, \$4,046.40
Fire Chief, 7,038.40

Councilmember Seams made a motion to grant an annual salary increase and pay scale approval to the following employee's salaries to these amounts on July 1, 2023: City Manager, \$6,276.80, Treasurer, \$4,232.00, Public Works Director, \$6,048.00, Police Chief, \$4,046.40 and Fire Chief, 7,038.40. Councilmember Johnson seconded the motion. With all in favor the motion carried.

- The Finance Committee recommended approval of the Fiscal Year 2024 Coal Severance budget as presented.

Councilmember Seams made a motion to approve the Fiscal Year 2024 Coal Severance Budget as presented. Councilmember Johnson seconded the motion. With all in favor the motion carried.

- The Finance Committee recommended approval of the following Department Capital requests: Community Development at \$25,000 using funds to bring visitors to Lewisburg for events and festivals such as the Magic of Christmas, First Fridays, Halloween Décor and other activities. No money shall be used for social media or specific business advertising. City Hall for the door pass/lock system, upgrade to the server and WatchGuard replacement of the SonicWALL in the amount of \$23,500. Police Department approval of the door pass/lock system, six office laptops, and a camera system for the spare cruiser with a body cam in the amount of \$28,269. The Fire Department for a fire truck in the amount of \$950,000. The Street Department for a used mill grinder in the amount of \$9,000. The Parks Department for the netting for a fly ball net in the amount of \$12,000.

Councilmember Seams made a motion to approve the following Department Capital requests: Community Development at \$25,000 using funds to bring visitors to Lewisburg for events and festivals such as the Magic of Christmas, First Fridays, Halloween Décor and other activities. No money shall be used for social media or specific business advertising. City Hall for the door pass/lock system, upgrade to the server and WatchGuard replacement of the SonicWALL in the amount of \$23,500. Police Department approval of the door pass/lock system, six office laptops, and a camera system for the spare cruiser with a body cam in the amount of \$28,269. The Fire Department for a fire truck in the amount of \$950,000. The Street Department for a used mill grinder in the amount of \$9,000. The Parks Department for the netting for a fly ball net in the amount of \$12,000. Councilmember Elkins seconded the motion. With all in favor the motion carried.

- The Finance Committee recommended approval of the Fiscal Year 2024 General Fund Budget as presented in the amount of \$9,128,415.

Councilmember Seams made a motion to approve the Fiscal Year 2024 General Fund Budget as presented in the amount of \$9,128,415. Councilmember Little seconded the motion. With all in favor the motion carried.

Councilmember Little stated he felt good about approving the Fiscal Year 2024 General Fund Budget knowing the work and discussions that went into the preparation of this budget.

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.

VISITORS REPORT:

No reports were given.

APPROVAL OF MINUTES:

February 16, 2023 Special Session City Council Meeting Minutes

Councilmember Pritt made a motion to approve the February 16, 2023 special session City Council meeting minutes. Councilmember Seams seconded the motion. With all in favor the motion carried.

February 21, 2023 Regular Session City Council Meeting Minutes

Councilmember Seams made a motion to approve the February 21, 2023 regular session City Council meeting minutes. Councilmember Pritt seconded the motion. With all in favor the motion carried.

ADJOURNMENT:

Councilmember Pritt made a motion to adjourn the meeting at 8:08 p.m. Councilmember Elkins seconded the motion. With all in favor the motion carried.