

**Minutes of City Council
Tuesday October 21, 2025
Regular Session**

The City of Lewisburg, City Council met in regular session on Tuesday October 21, 2025, 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.

COUNCILMEMBERS PRESENT: Mayor Beverly White, Councilmembers, Sarah Elkins, Franklin Johnson, John Little (Zoom), Valerie Pritt and Arron Seams; City Manager Misty Hill, City Clerk Crystal Ratliff, Police Chief Christopher Teubert, Fire Chief Joseph Thomas, Director of Public Works Tony Legg, Treasurer Susan Honaker and Planning and Zoning Officer Nick Sloan

VISITORS: Corporal Vance, Sargent Williams, Corporal Cosby, Corporal Simmons, Corporal Tate, Corporal Rodriguez, Patrolman Thomas, Officer Yates, K-9 Szebi, and Lonnie Hall.

CALL TO ORDER: Mayor White called the meeting to order at 7:01 p.m.

RESOLUTIONS

Resolution 588 Water System Improvement Project pay request No. 44

Councilmember Pritt made a motion by recommendation from Finance, seconded by Councilmember Seams to approve Resolution 588 in the amount of \$33,737.63 as presented. No further discussion. With all in favor motion carried.

Resolution 589 Public Works New building pay request

Councilmember Seams made a motion by recommendation from the Building Commission, seconded by Councilmember Elkins to approve Resolution 589 in the amount of \$38,514.33 as presented. No further discussion. With all in favor motion carried.

PROCLAMATIONS

Mayor White read a proclamation for John Wesley United Methodist Church 205th Anniversary on September 28th, 2025, proclaiming that September 28th, 2025, will be the Celebration of God's Legacy at John Wesley United Methodist Church for their 205th year Anniversary and pray for God's continued love and care for this congregation.

Mayor White read a proclamation for "Extra Mile Day" proclaiming November 1, 2025, to be Extra Mile Day. I urge each individual in the community to take time on this day to not only "go the extra mile" in his or her own life, but to also acknowledge all those who are inspirational in their efforts and commitment to make their organizations, families, community, country, or world a better place.

Mayor White read a proclamation for Municipal Government Week proclaiming the week of October 13-19, 2025, as Municipal Government Week in the City of Lewisburg and encourage all residents to learn more about their local government and to participate in activities that strengthen our community.

COMMUNICATIONS FROM THE CITY MANAGER

City Manager Hill stated the annual report from Greenworks Recycling will have to be reviewed at a later date as the representative is not available at this time.

Approval of bid for Intake Drive at Public Works

City Manager Hill stated there were several bids submitted for the paving of Intake Drive at the Public Works building, and by recommendation to Council from the Building Commission to approve the bid from JBL Contracting in the amount of \$302,684.00. This will pave the intake road to the Greenbrier River Trail and up to the Water Plant. City Manager Hill stated the funds for this will come from the Public Works Building fund that is still under budget.

Councilmember Seams made a motion, seconded by Councilmember Pritt to approve the bid from JBL Contracting in the amount \$302,684.00 as presented. No further discussion. With all in favor motion carried.

Other Communications from City Manager

City Manager Hill stated that we have met with the DEP and Chapman Technical to finish up the stormwater project on Lafayette Street. There are no issues or concerns from the DEP, we are just confirming the work we are doing is within the means of the permit we have on the injection well. Once that is complete paving on Lafayette Street should start next week.

City Manager Hill stated that she and Public Works Director Legg has had some complaints from resident near the new Public Works storage yard. They are currently taking landscaping bid to help hid the area.

COMMUNICATIONS FROM CITY COUNCIL MEMBERS:

Council Member Little stated that he would personally like to thank each employee for how well they represent the City of Lewisburg regardless of which department they work in.

Councilmember Seams stated he would like to remind the citizen of the value of the My Lewisburg App because it is an easy way to see current City updates for activities and weather-related update throughout the City.

COMMUNICATIONS FROM THE POLICE DEPARTMENT:

Police Chief Teubert thanked Mayor White for the opportunity to present Council with some of the recent activities in the Police Department. Chief Teubert recognized members of the department that recently completed the mentally and physically grueling 50-hour S.W.A.T training for the City and are available for not only our benefit but also the County and surrounding communities.

Chief Teubert introduced the members of the S.W.A.T. team which are Team Leader Corporal Vance, Assistant Team Leader Sargent Williams, Corporal Cosby, Corporal Simmons, Corporal Tate, Corporal Rodriguez, and Patrolman Thomas. Chief Teubert stated each member of the team signed a year contract with the City for providing them the training.

Chief Teubert recognized Officer Yates and K-9 Szebi who has completed a 7-week training in North Carolina on bomb detection and just finished her 6 weeks of obedience training. With her training Officer Yates and Szebi are able to clear an area before events for the safety of the participants and able to do regular sweeps of the area schools.

Chief Teubert ask Council to join him outside to show them the completion of the Crime Scene van. The van is equipped with a thermal imaging drone to help track individuals. There is also a fingerprint scanner to help identify individuals who refuse to identify themselves.

Chief Teubert stated his goal is for the City Police Department to be self-sufficient, we work well with other departments but don't want to have to depend on others and he wants to be able to help other agencies if the need arises.

Mayor White stated a copy of the report from Chief Teubert was included in Council's packet. Mayor White asked if anyone has any questions or concerns for Chief Teubert. Council had no questions or concerns at this time.

COMMUNICATIONS FROM THE FIRE DEPARTMENT:

Mayor White stated a copy of the report from Chief Thomas was included in Council's packet. Mayor White asked if anyone has any questions or concerns for Chief Thomas. Council had no questions or concerns at this time.

COMMUNICATIONS FROM BOARDS AND COMMISSIONS:

Parks Commission

Councilmember Johnson stated at the Parks Commission Meeting held on October 7, 2025, the equipment for the new Dog park at Dorie Miller should be delivered this week and ready for installation soon. He stated the Greenbrier Valley Pickleball Club is having a couple of fund raisers to have funds available should any repairs or issues arise with the Pickleball Court to help the City cover those costs.

Planning Commission

Walter H. Wingo 1269 Jefferson Street North rezoning from R1 to OR

Councilmember Little stated the Planning Commission met on October 2, 2025, and it is by recommendation of the Planning Commission to rezone the property at 1269 Jefferson Street North from R1 to OR as requested by the property owner Walter H. Wingo.

Councilmember Little made a motion, seconded by Councilmember Seams to approve the Rezoning at 1269 Jefferson Street North from R1 to OR as presented. No further discussion. With all in favor motion carried.

Historical Landmark Commission

Historic Landmark Boundaries

Planning and Zoning Officer Sloan presented the Historic Landmark Commission with the updated version of the Historic District boundaries as recommended by Arora with the assistance of Commissioner Deegans. The biggest changes to the boundaries are to either include or exclude a whole property instead of whereas some properties are split to include only part of the property. Zoning Officer Sloan stated it is recommended by the Planning Commission to approve the updated version of the Historic District boundaries as present so that it can be updated on the National Registry.

Councilmember Seams made a motion by recommendation from the Historic Landmark Commission, seconded by Councilmember Pritt to approve the Historic District boundaries as presented. No further discussion. With all in favor motion carried.

COMMUNICATIONS FROM COUNCIL COMMITTEES:

Finance Committee Report

Arts & Humanities Funding Request- Southern Appalachian Musicians Association

Josh Baldwin with the Southern Appalachian Musicians Association is requesting \$1,000.00 from the Arts & Humanities Fund for marketing and advertising for the 2026 Lewisburg Winter Music Festival being held on January 30th and 31st, 2026 by the Association. The money raised from the event is used for local musicians in need and to allow underprivileged children to pursue music lessons by paying for the lessons for them.

Councilmember Seams made a motion by recommendation from Finance, seconded by Councilmember Pritt to approve the application as presented. No further discussion. With all in favor motion carried.

Lafayette Street Stormwater Project Pay Request No.4

Councilmember Seams made a motion by recommendation from Finance, seconded by Councilmember Elkins to approve the Lafayette Street Stormwater Project pay request No. 4 in the amount of \$87,681.71 as presented. No further discussion. With all in favor motion carried.

Generator—The Retreat

Public works Director Legg stated that the current generator for the water system at the Retreat is not working so when the power goes out the residents at the Retreat have no water. Director Legg stated he has received three quotes to replace it.

Councilmember Seams made a motion by recommendation from Finance, seconded by Councilmember Elkins to approve the quote from Greenbrier Technologies & Electric in the amount of \$35,999.71 as presented. No further discussion. With all in favor motion carried.

Paving — intersection of Court and Foster Streets

City Manager Hill informed Council that with winter coming the area at the intersection of Court and Foster Street needs to be addressed stating this will be a temporary fix until a more comprehensive study can be done to correct the sinkhole problem in that area. This will allow the Public Works Department not to have any issues with snow removal.

Councilmember Seams made a motion by recommendation from Finance, seconded by Councilmember Johnson to approve the bid from Greenbrier Excavation & Paving not to exceed \$13,400.00 as presented. No further discussion. With all in favor motion carried.

Year-end Employee luncheon

Councilmember Seams made a motion by recommendation from Finance, seconded by Councilmember Pritt to approve the quote from Amy's Market in the amount of \$1,850.00 for the Year-end Employee luncheon as presented. No further discussion. With all in favor motion carried.

Employee incentive pay

City Manager Hill stated the Employee incentive pay is \$500.00 after taxes and is the same amount as in previous years.

Councilmember Seams made a motion by recommendation from Finance, seconded by Councilmember Johnson to approve the Employee incentive pay as presented. No further discussion. With all in favor motion carried.

Pay Scale adjustment for maintenance worker position

City Manager Hill stated this is a position that has been implemented after the upgrade to the water system. It is an essential position that at the current pay scale has a potential for higher turnover because of the ability to move within the city for a higher pay for the same amount of work.

Councilmember Seams made a motion by recommendation from Finance, seconded by Councilmember Pritt to approve the pay scale adjustment from \$12.50-\$15.25 to \$18.00-\$22.45 an hour for the maintenance worker position as presented. No further discussion. With all in favor motion carried.

Brandon Gilmore pay increase

City Manager Hill stated that due to the pay scale update and workplace requirements needed at the Water Plant she is recommending a salary adjustment of \$3.00 an hour from \$15.00 to \$18.00 an hour for Brandon Gilmore.

Councilmember Seams made a motion by recommendation from Finance, seconded by Councilmember Elkins to approve the salary adjustment for Brandon Gilmore as presented. No further discussion. With all in favor motion carried.

Review of Permitting Fees

Planning and Zoning Officer Sloan presented Council with an update of City Permitting Fees for the Planning and Zoning Department. Officer Sloan stated he had researched and review planning and zoning permit fees for municipalities in the state similar to Lewisburg. Officer Sloan stated that with the time and effort that is put into the amount of permits we issue in a year's time this fee structure will help offset some of the costs. Some of these incur a lot of time and we currently do not charge anything for them.

Councilmember Seams made a motion by recommendation from Finance, seconded by Councilmember Elkins to approve the Planning and Zoning permit fees as presented. City Manager Hill stated she appreciated the amount of work Planning Officer Sloan has put into these updates it is something that has needed to been done for a while and he has put a lot of effort into it. No further discussion. With all in favor motion carried.

PUBLIC WORKS DEPARTMENT REPORT:

Mayor White stated that a copy of Public Works Director Legg's report has been presented and asked if City Councilmembers had any questions for Director Legg.

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APPROVAL OF MINUTES:

Councilmember Seams made a motion seconded by Councilmember Elkins, to approve the minutes from the City Council meeting on September 16, 2025, as presented. No further discussion. With five (5) in favor and one (1) abstention the motion carried.

VISITOR'S REPORTS:

Mayor White acknowledged and welcomed visitors.

Lonnie Hall asked the Council about putting Veteran Memorial flags around the City. City Manager Hill stated that the city had been informed by Mon Power that it was something they were no longer allowing municipalities to do. But Council would look into an alternative Veteran's Memorial somewhere within the city.

ADJOURNMENT:

Councilmember Seams made a motion, seconded by Councilmember Elkins to adjourn at 8:35pm. With all in favor the motion carried.

Respectfully submitted
City Clerk Crystal Ratliff