

City Of Martinsburg
Regular City Council Meeting
Thursday, September 14, 2017
6:30 P.M.

1. Call to Order
2. Roll Call
3. Salute to Flag
4. Prayer
5. Approve August 10, 2017 Regular Council Meeting Minutes
6. Approve July 2017 Administrative and Financial Report.
7. **Presentations**
 - a. Make comment on ABCA Zoning Form for HUB Co-op, LLC, dba Mad Kat Café and Wine Bar, 131 N. Queen Street
 - b. Proclamation Constitution Week Shenandoah Valley Chapter and William Henshaw Chapter-- National Daughters of the American Revolution
 - c. Marti Steiner--Recovery Coach Academy--Informational Presentation on Recovery Coaching
8. **Petitions from Citizens (Two (2) Minute Maximum)**
9. **Receive And File Reports—Minutes—Correspondence Of The Following:**
 - a. Departmental Overtime/Equipment Usage Reports for MSM Bike Night, August 12, 2017--\$16,226.75
 - b. West Virginia Project CommuniTree Grant Proposal, as submitted by the Shade Tree Commission
 - c. Planning Commission August 2, 2017 Meeting Minutes
 - d. Shade Tree Commission September 7, 2017 Meeting Minutes
10. **Reports Of Chairpersons Of Council Standing Committees:**
 - a. Council as a Whole Committee August 30, 2017 Meeting Minutes
11. **Report Of Mayor**

- a. Appoint Gregory Janes to the Eastern West Virginia Regional Airport Authority to fill an expired term 7/1/2017 6/30/2020
- b. Report the following vacancies:
 - Board of Zoning Appeals (1 alternate)
 - Parking Authority (2)
 - Shade Tree Commission (1)
 - Historic Preservation Review Commission (1)

12. Report Of City Attorney

- a. Discuss Draft Urban Deer Management Ordinance

13. Report of City Manager

- a. Projects Update

14. Unfinished Business

- a. Third and Final Reading of Ordinance 2017-11 to Amend and Reenact the Codified Ordinances of the City of Martinsburg to Amend Part Nine: Streets, Utilities and Public Services Code, Chapter Five: Other Public Services, Article 951: Garbage Collections at Section 951.02: Container Requirements and Section 951.06: Charges for Collection by City

15. New Business

- a. Approve/deny Trick or Treat for children 12 and under in the City of Martinsburg Tuesday, October 31, 2017 from 6-8 PM
- b. Discuss holiday schedule for Christmas and New Year (see example), take action as necessary
- c. Approve/deny flu shots for City employees and elected officials--\$20 each (payable by City)
- d. Approve/deny Special Events Permit # 2017-26 for Mountain State Apple Harvest Festival request to hold the Grand Feature MSAHF Parade on Saturday, October 21, 2017 from 8:30 AM until 4 PM along the attached route, contingent upon proof of adequate liability insurance and payment of any recommended fees for City services (\$15,369.90 recommended, if not waived via Section 155.09(b) of Ordinance 2016-32)
- e. Approve/deny Special Events Permit # 2017-27 for Martinsburg Renew request to hold a Multicultural Heritage Festival in the Town Square Pedestrian Plaza on Saturday, September 23, 2017 from 12 noon until 4 PM, contingent upon proof of adequate liability insurance and payment of any recommended fees for City services (\$140 recommended)

- f. Approve/deny Special Events Permit # 2017-28 for Cornerstone Bible Church's request to hold the annual National Life Chain vigil at the intersection of Queen and King Streets on Sunday, October 1, 2017 from 2-3 PM, along the sidewalks and in the Town Square Pedestrian Plaza, contingent upon proof of adequate liability insurance and payment of any recommended fees for City services (\$0.00 recommended)
- g. Discuss, and take action as necessary, citizen petition received August 10, 2017 regarding further allocation of public safety resources to the Town Square Pedestrian Plaza and surrounding areas
- h. Discuss, and take action as necessary, citizen petition received August 10, 2017, regarding consideration to annex properties located at 1022-1024 Winchester Avenue into the City of Martinsburg
- i. Discuss, and take action as necessary, request to designate W. Stephen Street as a one-way street, in a westerly direction, between the intersections of Maple Avenue and Raleigh Street
- j. Approve/deny bid recommendation for 44 SBCA units for Martinsburg Fire Department (MFD)--\$286,333.69 Municipal Emergency Services
- k. Approve/deny bid recommendation for 88 air-cylinders for SCBA units for MFD--\$61,399.60 Municipal Emergency Service
- l. Approve/deny bid recommendation for 8 SBCA Facepiece Thermal Imaging Cameras--\$13,6045.06 Municipal Emergency Service
- m. Approve/deny purchase of one 2017 Dodge Ram 1500 4x4 Greenbrier Motor Company (State Contract)--\$29,264 and one 2017 Jeep Grand Cherokee Stephens Auto Center (State Contract)--\$28,484 Planning Department
- n. Approve 2017/2018 JAG Grant application for \$10,957 (City Match--\$39) in federal funds to purchase six mobile fingerprint identification scanners and associated accessories.
- o. Approve/deny purchase of Quad Crisis Response Module Rescue Phone, Inc.--\$6,495 Martinsburg Police Department JAG Grant
- p. Approve/deny Approve/Deny Joint Funding Agreement (JFA) between the Department of the Interior U.S. Geological Survey and the City of Martinsburg for partial operation and maintenance of a streamgaging station on Tuscarora Creek in Martinsburg, October 1, 2017-September 30, 2018--\$4,200.00 (Utilities Department)

- q. Approve/deny opting into the Highmark WV Emergency Ambulance Services non-network benefits program--\$8,760.60 annually
- r. Approve/deny Snyder Environmental Pay Application # 5 for N. Queen Street Underpass Utility Relocation Project--\$53,532.32
- s. Approve/deny Change Order No. 1 between the City of Martinsburg and Snyder Environmental Services, Inc. for the N. Queen Street Underpass Projectô 41 calendar days/\$0.00 dollars
- t. Approve/deny Snyder Environmental Pay Application # 1 for Big Springs Water Treatment Plant Upgrade--\$370,939.23
- u. Approve/deny Amendment # 2 for Big Springs WTP Interim Services for Treatment of PFAAs--\$87,894
- v. Approve/deny 4th Annual Building Steam Fundraiser Event to be held at the Caperton Train Station on Friday, November 3, 2017, as proposed, contingent upon the proof of adequate liability insurance

16. Executive Session

- (a) Discuss pending legal matters with Counsel (if necessary)
- (b) Discuss personnel matters (if necessary)
- (c) Discuss real estate matters involving competitive bids (if necessary)