

City of Martinsburg
Regular City Council Meeting
Thursday, April 12, 2018
6:30 P.M.

1. Call to Order
2. Roll Call
3. Salute to Flag
4. Prayer—Ujima Tyson, New Beginning Ministry of Help
5. Approve March 8, 2018 Regular Council Meeting Minutes
6. Approve Following Special Council Meeting Minutes
 - a. March 26, 2018 Special Meeting Minutes
 - b. April 5, 2018 Emergency Special Meeting Minutes
7. Approve February 2018 Administrative and Financial Report.
8. **Presentations**
 - a. Eastern Panhandle Transit Authority—Route Changes and Additions
 - b. Make Comment on ABCA Zoning Form for MotherShuckers Crab Shack, Inc., --1014 Winchester Avenue
 - c. Proclamation—Fair Housing Month—April 2018
9. **Petitions from Citizens (Two (2) Minute Maximum)**
10. **Receive and File Reports—Minutes—Correspondence of The Following:**
 - a. Planning Commission November 8, 2017 Meeting Minutes
 - b. Memorandum from Comcast, dated April 4, 2018, listing TV change, effective 5-9-18
 - c. Eastern Regional Airport Authority February 26, 2018 Special Meeting Minutes and March 12, 2018 Regular Meeting Minutes
11. **Reports of Chairpersons of Council Standing Committees:**
 - a. Council as a Whole Committee March 28, 2018 Meeting Minutes
12. **Report of Mayor**
 - a. Reminder of Special City Council Meeting for Tuesday, April 17, 2018 to approve levy rates (per State Code) and other business as needed (Time TBD)
 - b. Reminder of upcoming Special Election to Renew Police Levy—Tuesday, May 8, 2018 (in

conjunction with WV Primary Election)

- c. Reappoint Roger Engle to the Martinsburg-Berkeley County Parks and Recreation Board—5/1/2018-5/1/2021
- d. Reappoint the following to the Shade Tree Commission—5/9/2018-5/9/2021:
 - Ginger Grimes
 - Mary Boyd Kearse
 - Walter Bowers
- e. Appoint James Rogers to the Martinsburg Housing Authority to fill an expired term, 5/9/2018-5/9/2023
- f. Report the following vacancies:
 - Board of Zoning Appeals (1 alternate)
 - Parking Authority (2)
 - Historic Preservation Review Commission (1)
 - Human Relations Commission (1)

13. Report of City Attorney

14. Report of City Manager

15. Unfinished Business

- a. Third and Final Reading of Ordinance 2018-10 to Amend and Reenact Section 1: Administrative Code, of the City of Martinsburg Codified Ordinances, at Article 155: Special Events, by Amending Section 155.03: Issuance or Denial of Permit, by Adding a New Subsection, 155.03 (d) Regarding Time Limits to be Imposed upon Town Square Pedestrian Plaza Reservations, and Renumerating Following Subsections

16. New Business

- a. First and Second Reading of Ordinance 2018-11 Amending Ordinance 2017-10 Which Established Job Descriptions for Employees of The City of Martinsburg, West Virginia
- b. Approve/deny scheduling of “Take Pride in your Community” Spring Clean Up Event for Saturday, May 19, 2018
- c. Approve/deny Issuance of Special Events Permit 1809, as requested by the HOPE Institute, for the Hope Event in the Town Square Pedestrian Plaza on Saturday June 30, 2018 (Rain Date of July 7, 2018), from 1-7 PM (6 hours total time), contingent upon proof of adequate liability insurance and payment of any recommended fees for City services
- d. Approve/deny utilizing balance of Federal funds from the FEMA Assistance to Firefighters Grant to purchase additional equipment--\$16,084 FEMA funds/\$2,437.25 City funds
- e. Approve/deny bid recommendation for EMS Training Manikin Simulator--\$11,891.80—

Simulaids, Inc.

- f. Approve/deny submission of grant application to the West Virginia Department of Health and Human Resources, Office of Environmental Health Services 2018-2019 Local Source Water Protection Grant for City of Martinsburg Early Warning Probes and Service--\$30,640/No City Match
- g. Approve/deny payment of invoice to TIGG for the Big Springs Water Treatment Plant Project--\$275,340.59 (final payment)
- h. Approve/deny Change Order # C2-01 between the City of Martinsburg and Snyder Environmental for the Big Springs Water Plant Upgrade Project--\$5,278.19 credit to the City
- i. Approve/deny Snyder Environmental Pay Application #8 for the Big Springs Water Treatment Plant Upgrade \$ 53,352.28
- j. Approve/deny Snyder Environmental Pay Application Pay Application #9 for Big Springs Water Treatment Plant \$ 105,958.61 (final payment)

17. 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)