

**City Of Martinsburg  
Special Council Meeting  
Monday, July 30, 2018  
The J. Oakley Seibert Council Chambers**

With a quorum present, the regular session of the Martinsburg City Council was called to order by Mayor Karos at 5:00 p.m. The following Council Members were present: Gregg Wachtel, Harriet Johnson, Dennis Etherington, Kevin Knowles, Mark Baker and Jason W. Baker. Not present was Ken Collinson. Also present were: Mark Baldwin, City Manager; Gena Long, City Recorder, City Attorney Kin Sayre, Police Chief Maury Richards; and Finance Director Mark Spickler

**3. Salute to Flag**

Councilman Knowles led the salute to the Flag.

**4. Prayer—**

Mayor Karos delivered the invocation.

**5. Presentations**

**6. Petitions from Citizens**

Mr. Mark Thompson, 527 W. John Street, and Ms. Gloria Carter, 519 W. John Street expressed concerns about a rehabilitation project being undertaken at 513 W. John Street. There is no visible permit for the work. Mr. Thompson's understanding from the Planning Department is that the home is approved for single-family occupancy, yet, three power meters have been installed. Mr. Thompson asked Council to look into the matter to ensure that all rules and regulations are being followed and the proper permits and approvals have been granted.

City Manager Mark Baldwin stated that he will follow up with the Planning Department and someone will touch base with Mr. Thompson.

**7. Receive and File Reports—Minutes—Correspondence of the Following:**

**a. Board of Zoning Appeals June 5, and July 10, 2018 Meeting Minutes**

**b. For the Kids, by George Museum Board of Directors June 14, 2018 Meeting Minutes and Director's Report**

**c. Letter of Resignation of Suzanne Williams-McAuliffe as Alternate Municipal Court Judge—effective immediately**

**d. American Heart Association Mission: Lifeline EMS Gold Award presented to the Martinsburg Fire Department**

**e. Main Street Martinsburg May 21, 2018 Board of Directors' Meeting Minutes and Financial Reports**

Motion made by Councilman Wachtel, seconded by Councilwoman Johnson, to receive and file item 7A-7E. Motion carried unanimously.

**8. Reports of Chairpersons of Council Standing Committees**

None

**9. Report of Mayor**

**a. Reminder that the August Regular Council Meeting will be held on Thursday, August 16, 2018 at 6:30 PM to accommodate attendance of the WV Municipal League Summer Conference**

**b. Schedule Special City Council Meeting for Wednesday, September 5, 2018 beginning at 6PM, in conjunction with the Planning Commission, for purposes of holding a Presentation and Public Hearing on the City-wide Update to the 2006 City of Martinsburg Comprehensive Plan, intended to be adopted as a replacement to said Plan**

**10. Report of City Attorney**

**11. Report of City Manager**

**12. Unfinished Business**

**13. New Business**

**a. Approve Resolution 2018-11 to Approve General Fund Budget Revision #1 for FY 2018-2019**

Motion made by Councilman Etherington, seconded by Councilman Wachtel, to approve Resolution 2018-11. Motion carried unanimously.

**b. Approve Resolution 2018-12 to Approve Coal Severance Tax Fund Budget Revision #2 for FY 2018-2019**

Motion made by Councilman Etherington, seconded by Councilwoman Johnson, to approve Resolution 2018-12. Motion carried unanimously.

**c. Approve/deny Martinsburg Police Department Active Shooter Policy**

Motion made by Councilman Knowles, seconded by Councilman Etherington, to approve Active Shooter Policy. Motion carried unanimously.

**d. Approve/deny agreement between the City of Martinsburg and Blue Ridge Community and Technical College for Supervising Paramedic, effective July 1, 2018-June 30, 2020**

Motion made by Councilman Wachtel, seconded by Councilwoman Johnson, to approve the agreement with Blue Ridge Community and Technical College.

**e. Approve/deny the Agreement between The City of Martinsburg, West Virginia, a West Virginia municipal corporation ("Martinsburg") and Brian Wishneff & Associates, a Virginia limited liability company, and Shenandoah Landlord, LLC a West Virginia limited liability company to supplement and assist in the Payment in Lieu of Taxes Agreement, by and between Berkeley County, West Virginia, a political subdivision of the State of West Virginia, through its County Council (the "County"), and Brian Wishneff & Associates, doing business in Berkeley County, West Virginia (the "Company").**

Motion made by Councilman Knowles, seconded by Councilman Wachtel, to approve Agreement.

City Attorney Kin Sayre stated that there had been an amendment to the final agreement, in which the third paragraph should read "as a result of the Project, the Wishneff expects to employ a minimum construction workforce of **35** employees and anticipates a minimum of **50** full time equivalent employees thereafter, resulting in a significant, positive economic impact on the City of Martinsburg and Berkeley County"

Moved by Councilman Knowles, seconded by Councilman Wachtel, to accept the amendment and approve the agreement, as amended. Motion carried unanimously.

Motion made by Councilman Wachtel, seconded by Councilman Etherington, to go into Executive Session at 5:15PM for legal and personnel. Motion carried unanimously.

Meeting adjourned by unanimous consent at 5:35 PM

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George Karos, Mayor

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Gena Long, City Recorder