

REVISED AGENDA

City of Martinsburg

Regular City Council Meeting

Thursday, September 13, 2018

6:30 P.M.

1. Call to Order
2. Roll Call
3. Salute to Flag
4. Prayer—Rev. Dr. Rufus Burton—First Presbyterian Church
5. Approve August 16, 2018 Regular Council Meeting Minutes
6. Approve July 2018 Administrative and Financial Report
7. **Presentations**
 - a. Recent rain event(s) update—Jeff Wilkerson, Public Works Director and Steve Knipe, Utilities Director
 - b. Make comment on ABCA Zoning Form for BPizza of West Virginia, LLC, d.b.a. Blaze Pizza—925 Foxcroft Avenue Ste. H
 - c. Make comment on ABCA Zoning Form for Fifty-One Eleven, LLC—500 Williamsport Pike
 - d. Proclamation—Constitution Week—Shenandoah Valley Chapter National Society Daughters of the American Revolution
 - e. Proclamation—National Drive Electric Week—September 15-22, 2018
 - f. Presentation concerning PFOA/PFOS—Paul Napoli, Tate Kunkle—Napoli/Schkolnik Law Firm, Mark Calantonio, Fitsimmons Law Firm
 - g. Berkeley County Teen Court Initiative Presentation—Staci Rohn and Hal VanMetre
8. **Petitions from Citizens (Two (2) Minute Maximum)**
9. **Receive and File Reports—Minutes—Correspondence of The Following:**
 - a. Martinsburg-Berkeley County Public Library Commission May 24 and June 21, 2018 Meeting Minutes
 - b. Hagerstown/Eastern Panhandle Metropolitan Planning Organization May 16, 2018 Meeting Minutes and Projects Update
 - c. Comcast Memorandum regarding changes to the channel line up effective September 12,

2018

- d. Eastern Panhandle Transit Authority July 16, 2018 Board of Director's Meeting Minutes and Financial Reports
- e. Correspondence, dated August 23, 2018, from Mayor Karos to the Berkeley County Council regarding the City's position on Animal Control services
- f. Eastern WV Regional Airport July 9 and July 16th Board Minutes and Financial Reports

10. Reports of Chairpersons of Council Standing Committees:

11. Report of Mayor

- a. Reappoint the following to the Code Appeals Board 10/1/2018-10/1/2021
 - Michael Maphis
 - James Dailey
- b. Report the following vacancies:
 - Board of Zoning Appeals (1 alternate)
 - Parking Authority (2)
 - Human Relations Committee (2)
 - Airport Authority (1)
 - Code Appeals Board (engineer or architect) and alternate (2)

12. Report of City Attorney

- a. Discuss correspondence, dated 8/30/2018, from the Berkeley County Council to the City of Martinsburg regarding animal control services

13. Report of City Manager

14. Unfinished Business

- a. Third and Final Reading of Ordinance 2018-15 Amending Ordinance 2018-11 Which Established Job Descriptions for Employees of The City of Martinsburg, West Virginia
- b. Third and Final Reading of Ordinance 2018-16 Amending the City of Martinsburg Zoning Map to Rezone an Unimproved Parcel South of Meridian Parkway Containing Approximately 14.52 Acres from BP (Planned Business) to BC (Community Business)
- c. Third and Final Reading of Ordinance 2018-17 annexing to the City of Martinsburg a parcel of real estate consisting of .8821 acres and identified upon Berkeley County, West Virginia tax maps in the Opequon tax district, map 10 as parcel 8.3 and providing for the institution of the necessary proceedings before the County Council of Berkeley County, West Virginia, in accordance with West Virginia code § 8-6-4 (annexation without election).
- d. Third and Final Reading of Ordinance 2018-18 Amending the City of Martinsburg Zoning Map to Rezone an Unimproved Parcel Identified as the South-Western end of Triamigas Drive, Containing Approximately .8821 Acres from Unzoned to BC (Community Business)

15. New Business

- a. First and Second Reading of Ordinance 2018-19 to Amend and Reenact the City of Martinsburg Personnel Rules And Policies Section VI – Benefits, B. Holiday Pay
- b. Approve Resolution 2018-15 Authorizing Participation in the Eastern Panhandle Home Consortium of WV for the Period of July 1, 2019- June 30, 2021
- c. Approve/deny Housing Consortium Cooperative Agreement by and between the City of Martinsburg and the Counties of Berkeley, Jefferson, and Morgan, West Virginia
- d. Approve/deny Trick or Treat for children, 12 and under, in the City of Martinsburg— Wednesday, October 31, 2018, 6-8 PM
- e. Discuss and take action as necessary regarding holiday schedule for Christmas and New Year’s (see example)
- f. Approve/deny flu shots for City employees and elected officials--\$20 each (payable by City) and HEP A vaccinations, cost TBD (payable by City)—administered by Berkeley County Health Department
- g. Approve/deny Special Events Permit 1821 for St. Joseph Catholic Church’s Our Lady of Guadalupe Procession, Sunday, December 9, 2018, 2018 from 7 AM until 7:45 AM, contingent upon proof of adequate liability insurance and payment of any recommended fees for City services (\$0.00 recommended)
- h. Approve/deny Special Events Permit 1822 for Mountain State Apple Harvest Festival’s request for the MSAHF Grand Feature Parade and Apple Trample Race, to be held on Saturday, October 20, 2018 along the attached route(s), from 10:30 AM until 3:30 PM, contingent upon proof of adequate liability insurance and payment of any recommended fees for City services (\$13,793.50 recommended, unless waived in accordance with ordinance)
- i. Approve/deny Special Events Permit 1823 for Main Street Martinsburg and Healthy Berkeley’s Farm to Fork Event to be held on Sunday, September 23, 2018 from 4 PM until 9 PM (5 hours total reservation) in the Town Square Pedestrian Plaza, contingent upon proof of adequate liability insurance and payment of any recommend fees for City services unless waived in accordance with ordinance--\$0.00 recommended; approval to include letter of endorsement to ABCA
- j. Approve/deny Special Events Permit 1824 for Cornerstone Baptist Church’s Life Chain Prayer Vigil to be held on Sunday, October 7, 2018 from 2-3 PM 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
- k. Approve/deny Special Events Permit 1825 for Main Street Martinsburg’s Banner Auction to be held on Sunday, September 30 from 2:30 PM until 4 PM in the Town Square Pedestrian Plaza, contingent upon proof of adequate liability insurance and payment of any recommended fees for City services, unless waived in accordance with ordinance--\$0.00 recommended
- l. Approve/deny Special Events Permit 1826 for Main Street Martinsburg’s Chili Cook-off to

be held on Saturday, September 29, 2018 from noon until 6 PM (6 total hours) in the Town Square Pedestrian Plaza and E. King Street, contingent upon proof of adequate liability insurance and payment of any recommended fees for City service unless waived in accordance with ordinance-\$537.25 recommended; approval to include letter of endorsement to ABCA

- m. Approve/deny Breast Cancer Awareness Cumberland Valley's request to tie pink ribbons on the parking meters, utility poles and trees along Queen and King Streets—October 1-October 12
- n. Approve/deny request from US General Services Administration to place bollards in the City Right of Way for additional security at the W. Craig Broadwater Federal Building Courthouse—217 W. King Street
- o. Discuss and take action on bid for Gateway/Wayfinding Signage Project—Color.ad--\$495,287
- p. Approve/deny bid recommendation for Stormwater Management Geotechnical Services Project—Triad Engineering, Inc.--\$11,500 (see memo)
- q. 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, 2018-September 30, 2019--\$4,200.00 (Utilities Department).
- r. Discuss and take action as necessary on draft Berkeley County Collaboration and Strategic Action Plan--HIDTA
- s. Approve/deny Pay Application # 4 for W. Harley Miller for the Martinsburg Police Department/Municipal Court building--\$375,660
- t. Approve/deny quote recommendation for landscaping replacement at E. Burke Street Parking Lot—Rocky Ridge Landscaping nursery--\$2,750.00
- u. Approve/deny bid recommendation for deicing salt—(to be opened 9/12/2018)

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)