

City of Martinsburg
Regular City Council Meeting
Thursday, November 8, 2018
6:30 P.M.

1. Call to Order
2. Roll Call
3. Salute to Flag
4. Prayer—
5. Approve October 11, 2018 Regular Council Meeting Minutes
6. Approve September 2018 Administrative and Financial Report
7. **Presentations**
 - a. Proclamation—National Hunger and Homelessness Awareness
 - b. Region 9 Planning and Development Council regarding Chesapeake Bay Watershed Implementation Plan—Matt Pennington, Environmental Program Coordinator
 - c. Uniwest Development, regarding proposed development on Virginia Avenue, Extended Gordon Associates on behalf of Uniwest--(see Item 15 G)
 - d. The Martinsburg Initiative—Combating Opioid Overdoses at the Community-level Initiative (COOCLI) grant funding request—Police Chief Maurice Richards (See item 15 N)
 - e. Dedication of Outstanding Race City Award and Plaque—Trey Knepper, Norwalk Soap Box Derby, Inc.
8. **Petitions from Citizens (Two (2) Minute Maximum)**
9. **Receive and File Reports—Minutes—Correspondence of The Following:**
 - a. For the Kids, by George Children’s Museum Board of Directors September 6 and October 4, 2018 Meeting Minutes and Director’s Reports
 - b. Correspondence to WVDOT, Dated October 16, 2018, regarding State projects in and around Martinsburg City limits and current street repaving needs
 - c. Correspondence from FEMA Grant Programs, dated October 5, 2018, regarding denial of grant application to fund Martinsburg Fire Department’s Smoke Alarm Campaign

- d. Correspondence from WVHUD, dated October 12, 2018, regarding acceptance of 2017 CAPER
- e. Martinsburg/Berkeley County Convention and Visitor's Bureau February 14, March 14, April 25, May 30, June 27, July 25, August 15, and September 26, 2018 Meeting Minutes and Financial Reports
- f. Eastern Panhandle Transit Authority August 20 and September 20, 2018 Meeting Minutes and Financial Reports
- g. Hagerstown/Eastern Panhandle Metropolitan Organization Interstate Council (HEPMO) August 22, 2018 Meeting Minute and Berkeley County Projects Update
- h. Main Street Martinsburg August 20, 2018 and September 24, 2018 and associated financial reports
- i. Letter from David Carroll resigning from the Board of Zoning Appeals, effective immediately
- j. Martinsburg/Berkeley County Public Library Commission September 27, 2018 Meeting Minutes
- k. Eastern WV Regional Airport Authority September 10, 2018 Meeting Minutes and Financial Report

10. Reports of Chairpersons of Council Standing Committees:

- a. Council as a Whole Committee October 23, 2018 Meeting Minutes

11. Report of Mayor

- a. Introduce Dylan Perry, Boy Scout Troop 16, Spring Mills High School senior
- b. Appoint Mr. John Laub, to the Eastern West Virginia Regional Airport Authority to fill an expired term—7/1/2018-6/30/2021
- c. Reappoint Mr. Chris Amores to the Police Civil Service Commission—1/1/2019-1/1/2023
- d. Reappoint Mr. Tom Johnson to the Board of Zoning Appeals--1/1/2019-1/1/2022
- e. Reappoint Mr. Wayne Rizzo to the Code Appeals Board—1/1/2019-1/1/2022
- f. Reappoint the following to the Historic Preservation Review Commission—1/1/2019-1/1/2022
 - Mr. Gary Gimbel
 - Mr. Ryan Perks
- g. Schedule public hearing concerning the City of Martinsburg Development District 1—North Martinsburg Access (TIF District)—Thursday, December 13, 2018 (Regular Meeting)

h. Report the following vacancies:

- Board of Zoning Appeals (2 alternates)
- Parking Authority (2)
- Human Relations Committee (2)
- Code Appeals Board (engineer or architect) and alternate (2)
- Historic Preservation Review Commission (1)
- Fire Civil Service Commission (1)

12. Report of City Attorney

13. Report of City Manager

14. Unfinished Business

15. New Business

- a. First and Second Reading of Ordinance 2018-20 to Amend and Reenact the City of Martinsburg Personnel Rules and Policies Section VI: Benefits at Subsection D: Sick Leave
- b. First and Second Reading of Ordinance 2018-21 to Amend and Reenact the City of Martinsburg Personnel Rules and Policies Section IV: Employment at Subsection N: Compensatory Leave
- c. First and Second Reading of Ordinance 2018-22 to Adopt the City of Martinsburg 2018 Comprehensive Plan as a Replacement to the 2006 City of Martinsburg Comprehensive Plan
- d. First and Second Reading of Ordinance 2018-23 to Amend and Reenact the City of Martinsburg Codified Ordinances Section 1: Administrative Code at Subsection 101.12: Costs and Minimum Fines by adding Section 101.12 (7): Teen Court Fee
- e. Approve Resolution 2018-16 Supporting Municipal Home Rule as a Permanent Program
- f. Approve/deny Special Events Permit 1832 for Kingdom of Live Ministries “10th Annual Christmas Eve on the Square,” on Monday, December 24, 2018 from noon until 4 PM (6 total hours), contingent upon proof of adequate liability insurance and payment of any recommended fees for City services.
- g. Authorize City Attorney to prepare the following per request of Uniwest Development: vacating portion of Virginia Avenue, Extended Right of Way; Annexation Ordinance; DeAnnexation Ordinance
- h. Approve/deny bid recommendation for one 11-cubic-yard tandem axle combination sewer cleaner—Atlantic Machinery, Inc--\$451,549 —Water/Sewer Fund

- i. Approve/deny bid recommendation for demolition of structure at 210 Seibert Street—Reclaim Company, LLC--\$23,350
- j. Discuss and take action as necessary regrading vacant lot at 309 Gibb Street—see attached memo
- k. Approve/deny submission of grant application for FEMA Fire Grant for forty-seven (47) portable radios and related items--\$279,754 (\$266,433 grant/\$13,321 City)
- l. Approve/deny Martinsburg Police Department Operation Policy regarding the recording of police activity by members of the public or press
- m. Approve/deny 3rd Annual Martinsburg Police Officer Recognition and Awards Ceremony--\$1,065—Holiday Inn
- n. Approve/deny Council endorsement of The Martinsburg Initiative’s submission of application for COOCLI funding via Berkeley County Schools (see attached narrative)
- o. Approve/deny left turn lane from Raleigh Street, east on Bulldog Blvd, ending at Silver Lane, per attached memo
- p. Approve/deny purchase of emergency radio and dispatch equipment—four (4) consolettes and associated costs and equipment--\$32,821.76—Policy Levy Fund, per attached memo
- q. Approve/deny Martinsburg Police Department technology upgrade request for Computer Aided Dispatch and Records Management System--\$184,253 one-time cost/\$25,996 annual maintenance—Police Levy Fund see memo
- r. Approve/deny purchase for the Martinsburg Police Department of four (4) Dodge Durangos as follows: 1 at total cost of \$35,905—Drug Forfeiture Fund; 3 at total cost of \$107,715—General Fund/Police Levy—Stephens Auto (see memo for further detail of funding)
- s. Approve/deny purchase of a Western 9’6” Multi-position V -Snow Plow—\$6,545—Shade Equipment
- t. Approve/deny Special Events Permit 1833 for River’s Edge Ministries Christmas in the Streets Event for Saturday, December 15, 2018 from 5 PM until 7 PM., in the Town Square Pedestrian Plaza, contingent upon proof of adequate liability insurance and payment of any recommended fees for City services
- u. Approve/deny Pay Application # 6 for W. Harley Miller for the Martinsburg Police Department/Municipal Court building--\$508,248
- v. Discuss and take action as necessary regarding traffic signal at the intersection of W. King St. and S. Alabama Avenue

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)