

An **Emergency Meeting** has been called of the Martinsburg City Council, in light of the COVID-19 response. Due to the recommendations of the Federal and State government and the CDC, members of the public are encouraged not to attend and to view the meeting via media and social media outlets. All attempts will be made to stream via the City's Facebook page at Facebook.com/CityofMartinsburg or searching @CityofMartinsburg. Please address public comments regarding this agenda to glong@cityofmartinsburg.org

EMERGENCY MEETING

City of Martinsburg

Special City Council Meeting

TUESDAY, March 24, 2020

5:00 P.M.

1. Call to Order
2. Roll Call
3. Salute to Flag
4. Prayer
5. **Presentations**
6. **Petitions from Citizens (Two (2) Minute Maximum)**
7. **Receive and File Reports—Minutes—Correspondence of The Following:**
 - a. For the Kids, by George January 30, 2020 Meeting Minutes and Director's Report
 - b. Petition, received March 11, 2020, regarding the Doughboy Memorial Monument relocation to the Town Square Pedestrian Plaza
8. **Reports of Chairpersons of Council Standing Committees:**
 - a. Council as a Whole Committee March 16, 2020 Meeting Minutes
9. **Report of Mayor**
 - a. Appoint Roger Engle to the Martinsburg-Berkeley County Convention and Visitor's Bureau to fill an expired term, ending December 31, 2021
 - b. Reminder of Special City Council Meeting for Tuesday, April 21, 2019 at 5 PM to approve levy rates (per State Code) and other business as needed
10. **Report of City Attorney**
 - a. Update on matters related to CoVid-19 and recent *Families First Coronavirus Response Act* Federal legislation
11. **Report of City Manager**
12. **Unfinished Business**

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13. New Business

- a. Resolution 2020-05 to approve General Fund Budget Revision #3 for FY 2019-2020
- b. Approve/deny Police Levy Fund Budget Revision #2 for FY 2019-2020
- c. Approve/deny Fire/EMS Budget Revision #1 for FY 2019-2020
- d. Approve/deny Sales Tax Budget Revision #1 for FY 2019-2020
- e. Approve/deny Water and Sewer Fund Budget Revision #1 for FY 2019-2020
- f. Approve/deny Sanitation Fund Budget Revision #2 for FY 2019-2020
- g. Approve/deny Parking Fund Budget Revision #1 for FY 2019-2020
- h. Approve/deny \$18,600,000 General Fund Budget for FY 2020-2021
- i. Approve/deny \$65,000 Coal Severance Tax Fund Budget for FY 2020-2021
- j. Approve/deny \$1,400,000 Police Levy Fund Budget for FY 2020-2021
- k. Approve/deny \$955,000 Fire/EMS Fund Budget for FY 2020-2021
- l. Approve/deny \$4,650,000 Sales Tax Fund Budget for FY 2020-2021
- m. Approve/deny \$8,925,000 Water and Sewer Fund Budget for FY 2020-2021
- n. Approve/deny \$1,880,000 Sanitation Fund Budget for FY 2020-2021
- o. Approve/deny \$210,000 Parking Fund Budget for FY 2020-2021
- p. Approve/deny Highmark/Medifil Plan I Prescription retiree Medicare Supplemental (closed group) changes--\$79,560
- q. Approve/deny FY 2020-2021 Employee Pay Increases (1.5% average merit) per Council as a Whole Committee, effective June 28, 2020
- r. Approve/deny Resolution 2020-06: Resolution Increasing Minimum Ranges for Each Paygrade for Fiscal Year, effective June 28, 2020
- s. First and Second Reading of Ordinance 2020-04 Amending Ordinance 2019-13 which Established Job Descriptions for Employees of the City of Martinsburg, West Virginia
- t. First and Second Reading of Ordinance 2020-05 Amending Ordinance 2020-04, which Established Job Descriptions for Employees of the City of Martinsburg, West Virginia
- u. Approve/deny Memorandum of Agreement between the City of Martinsburg, the Federal Highway Administration (FHWA), the West Virginia Department of Highways (WVDOH)

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- v. Approve/deny Draft FY 2020-2021 Community Development Block Grant (CDBG) Program and HOME Investment Partnership Program Annual Action Plan
- w. Approve/deny 60-month Martinsburg Municipal Court lease with Xerox (State contract) -- \$448.72 monthly
- x. Approve/deny compensatory leave for Finance Director—124 hours due to special project (legal) requiring work on behalf of the City beyond regular work hour

14. 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)