

A Regular Meeting has been called of the Martinsburg City Council. Due to the recommendations of the Federal and State government and the CDC, members of the public are encouraged 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](https://www.facebook.com/CityofMartinsburg) or searching @CityofMartinsburg. Please address public comments regarding this agenda to [glong@cityofmartinsburg.org](mailto:glong@cityofmartinsburg.org)

**City of Martinsburg**  
**Regular City Council Meeting**  
**Thursday, June 11, 2020**  
**6:30 P.M.**

1. Call to Order
2. Roll Call
3. Salute to Flag
4. Prayer—
5. Approve May 14, 2020 Regular Council Meeting Minutes
6. Approve May 27, 2020 Special Council Meeting Minutes
7. Approve April 2020 Administrative and Financial Report
8. **Presentations**
  - a. Make comment on ABCA Zoning Form for Roadhouse Saloon, LLC d.b.a. Roadhouse Saloon—1017 S. Queen Street
  - b. Martinsburg-Berkeley County Parks and Recreation Board—Allen Corbin, Executive Director and Steve Catlett, Superintendent of Parks (See item 15N, 15O and 15P)
9. **Petitions from Citizens**
10. **Receive and File Reports—Minutes—Correspondence of The Following:**
  - a. Main Street Martinsburg April 20, 2020 Meeting Minutes and Financial Report
  - b. Community Development Block Grant Coronavirus (CDBG-CV) Funding Overview
  - c. Board of Zoning Appeals May 5, 2020 Meeting Minutes
  - d. Historic Preservation Review Commission May 4, 2020 Meeting Minutes
  - e. Notice of Resignation of Terry Colburn from the Historic Preservation Review Commission, per 6/1/2020 email received by the Planning Department
  - f. Notice of public hearing for FY 2018 Annual Action Plan Substantial Amendment—Thursday, July 9, 2020—6:30 PM

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#### **11. Reports of Chairpersons of Council Standing Committees:**

- a. Committee as a Whole May 19, 2020 Minutes

#### **12. Report of Mayor**

- a. Schedule Special City Council Meeting for Thursday, July 23, 2020 or Monday, July 27 (TBD) at 5 PM to approve FY 2020-2021 Budget Revisions, per State Code, and other business as needed
- b. Schedule Special City Council Meeting for Monday, August 3, 2020, at 5 PM, for opening the canvass for the City of Martinsburg General Election
- c. Schedule Special City Council Meeting for Wednesday, August 5, 2020, at 5 PM, for purposes of certifying the results of the City of Martinsburg General Election
- d. Schedule Special City Council Meeting for Wednesday, August 5, 2020, immediately following the conclusion of the 5 PM Meeting, for purposes of administering oath of office to Mayor and Council
- e. Appoint Brad Sensel to the Martinsburg-Berkeley County Parks and Recreation Board to fill an expired term; 8/1/2020-8/1/2023
- f. Reappoint the following to the Human Relations Committee through 7/9/2022
  - Robin Truax

Report the following vacancies:

- Parking Authority (2)
- Historic Preservation Review Commission (2)
- Planning Commission (1)
- Shade Tree Commission (1)
- Martinsburg-Berkeley County Public Library Commission (1)
- Human Relations Committee (1)

#### **13. Report of City Attorney**

#### **14. Report of City Manager**

#### **15. Unfinished Business**

#### **16. New Business**

- a. First and Second Reading of Ordinance 2020-06 to Amend and Reenact the City of Martinsburg Personnel Rules and Policies Section V: Employment at Subsection N: Compensatory Leave

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- b.** First and Second Reading of Ordinance 2020-07 to Amend and Reenact the City of Martinsburg Personnel Rules and Policies Section VI: Benefits at Section K: Personal Leave
- c.** First and Second Reading of Ordinance 2020-08 to Add to and/or Amend the Text of the Martinsburg Zoning Ordinance (MZO) at Article VI: "Design Regulations", Section 611.1 "Agricultural Uses" to Allow Mules, Ponies, and Horses in Residential Districts under Certain Conditions and to Reduce Distance for New Construction or Installment of Enclosure from 200-feet to 100-feet from an Adjacent Residential Lot
- d.** Approve/deny Resolution 2020-09 approving General Fund Budget Revision #4 for FY 2019-2020
- e.** Approve/deny Resolution 2020-10 approving Coal Severance Tax Fund Budget Revision #3 for FY 2019-2020
- f.** Approve/deny Police Levy Fund Budget Revision #3 for FY 2019-2020
- g.** Approve/deny Fire/EMS Budget Revision #2 for FY 2019-2020
- h.** Approve/deny Sales Tax Fund Budget Revision #2 for FY 2019-2020
- i.** Approve/deny Water/Sewer Fund Budget Revision #2 for FY 2019-2020
- j.** Approve/deny Sanitation Fund Budget Revision #3 for FY 2019-2020
- k.** Approve/deny Parking Fund Budget Revision #2 for FY 2019-2020
- l.** Approve/deny Resolution 2020-11 of The City Council of The City of Martinsburg, West Virginia Concerning 1310 West Martin Street, Martinsburg, West Virginia
- m.** Discuss/take action as necessary regarding restricted access to City Hall and other government buildings for the public, in relation to COVID-19 protocols
- n.** Confirm telephone poll consensus authorizing funding for opening park at War Memorial Pool (See 8D)
- o.** Discuss/take action as necessary regarding Lambert Park Pool (See Item 8D)
- p.** Approve/deny Memorandum of Understanding between the City of Martinsburg and Martinsburg-Berkeley County Parks and Recreation regarding renaming of Lambert Park to R. Stephen Catlett Recreation Complex (See 8D)
- q.** Discuss/take action as necessary regarding Independence Day fireworks display in relation to COVID-19 protocols

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- r. Approve/deny request from former Police Chief Maurice Richards to retain his duty weapon
- s. Approve/deny Health Insurance Renewal Rates-Highmark Blue Cross/Blue Shield (0% increase for health/dental and life insurances—vision insurance forthcoming)
- t. Approve/deny Special Events Permit 2020-28 for Church without Walls Ministries Just Worship event in the Town Square Pedestrian Plaza on July 18, 2020 from 4 -7 PM, contingent upon proof of adequate liability insurance and payment of any recommended fees for City services;
- u. Approve/deny additional expenditure for upgrading equipment during re-mounting process on three (3) City of Martinsburg ambulances--\$39,000
- v. Approve/deny Change Order #8 for the Martinsburg Police Department/Municipal Court Project—\$16,901
- w. Approve/deny Change Order #9 for Martinsburg Police Department/Municipal Court Project--\$266,424
- x. Approve/deny Pay Application #25 to W. Harley Miller for Martinsburg Police Department/Municipal Court Project--\$13,512

#### **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)