

**City of Martinsburg  
Special Council Meeting (2)  
Wednesday, August 5, 2020  
The J. Oakley Seibert Council Chambers**

With a quorum present, the regular session of the Martinsburg City Council was called to order by City Attorney Kin Sayre at 5:12 PM. Mayor Harriet Johnson and the following Council Members were present: Cory Roman, Stephen Knipe, Dennis Etherington, Kevin Knowles, Ken Collinson, Kimberly Nelson, and Jason Baker. Also present were City Manager Mark Baldwin, Assistant City Manager Andy Blake City Attorney Kin Sayre, City Recorder Gena Long and Police Chief George Swartwood.

**3. Administer Oath of Office to Mayor Harriet Johnson**

The City Recorder administered the Oath.

**4. Administer Oath of Office to Councilmembers Cory Roman, Stephen Knipe, Dennis Etherington, Kevin Knowles, Ken Collinson, Kimberly Nelson and Jason W. Baker**

The City Recorder administered the Oath.

**5. Salute to Flag**

Councilman Roman led the salute to the flag.

**6. Prayer—**

Tim Guerino, Martinsburg Union Rescue Mission led the invocation.

**7. Presentations**

**8. Petitions from Citizens**

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

**10. Report of Chairpersons of Council Standing Committees:**

**11. Report of Mayor**

Mayor Johnson welcomed the new Council, adding that she was looking forward to working together.

The City Manager congratulated Mayor Johnson and the Council members.

**12. Report of City Attorney**

**16. Report of City Manager**

**14. Unfinished Business**

**15. New Business**

**a. Appoint Gena Long as City Recorder through June 30, 2021**

Motion made by Councilman Knowles, seconded by Councilman Collinson, to appoint Gena Long as City Recorder. Motion carried unanimously.

**b. Appoint City Judge Dale Buck and Alternate City Judge Jared Adams through June 30, 2021**

Motion made by Councilman Knowles, seconded by Councilman Baker, to appoint Judge Buck and Judge Adams. Motion carried unanimously.

**C. Appoint City Treasurer through June 30, 2021**

Councilwoman Nelson asked what Treasurer does, how long they serve and how they are selected. Discussion included the duties of the Treasurer, who is appointed for one year and is selected by Councilmembers. Per Councilman Baker, there had been discussion of rotating the Treasurer position so each Councilperson who wishes to serve would get that opportunity, to the extent possible.

Councilman Etherington, current Treasurer, offered to serve as Treasurer without compensation. Councilman Baker and Councilman Collinson stated that they did not wish to be nominated.

Finance Director Mark Spickler asked that if a new Treasurer is selected, if the effective date could be September 1, as the new Treasurer must be bonded, and the City relies on the Treasurer to be available to sign checks, approve draws and submit reports.

Motion made by Councilman Baker to nominate Councilman Knowles.

Motion made by Councilman Knipe to nominate Councilman Etherington.

The vote was 5-2 as follows:

For Etherington: Knipe and Etherington

For Knowles: Roman, Knowles, Collinson, Nelson and Baker

Councilman Kevin Knowles was appointed Treasurer through June 30, 2021.

**d. Approve/deny Special Events Permit 2020-31 for Faith Feeding Freedom Back to School Celebration in the Town Square Pedestrian Plaza on Friday, August 7, 2020 from 11:30 AM until 1:30 PM, contingent upon proof of adequate liability insurance and payment of any recommended fees for City services and adherence to any Covid-19 guidelines in place at the time of the event**

Motion made by Councilman Collinson, seconded by Councilman Knowles, to approve as submitted, contingent upon proof of insurance and adherence to COVID-19 guidelines. Motion carried unanimously.

Council adjourned by unanimous consent at 5:33 PM.

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George Karos, Mayor

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Gena Long, City Recorder