

City Of Martinsburg
Regular City Council Meeting
Thursday, April 14, 2016
6:30 P.M.

1. Call to Order
2. Roll Call
3. Salute to Flag
4. Prayer
5. Approve March 10, 2016 Regular Meeting Minutes
6. Approve March 22, 2016 Special Meeting Minutes
7. Approve February 2016 Administrative and Financial Report.
8. **Public Hearing** to present the City of Martinsburg's FY 2016 Annual Action Plan for the use of CDBG and HOME Funds.
9. **Presentations**
 - a. Administer Oath of Office to Firefighter/EMT Basic Justin Northcraft
 - b. Introduction of Chelsie Davis, Executive Director of For the Kids, by George Children's Museum
 - c. Proclamation designating April 2016 as Fair Housing Month
 - d. Proclamation "Paint the Town Purple Week" May 1-May 7, 2016
10. **Petitions from Citizens**
11. **Receive And File Reports—Minutes—Correspondence Of The Following:**
 - a. Human Relations Committee February 22, 2016 Meeting Minutes
 - b. Historic Preservation Review Commission March 7, 2016 Meeting Minutes
 - c. Planning Commission January 6, 2016 Meeting Minutes
 - d. Board of Zoning Appeals January 5, 2016 Meeting Minutes

- e. Communication between the West Virginia Department of Transportation, Division of Highways (February 16, 2016) and the City of Martinsburg (March 31, 2016) regarding the condition and repaving of Queen Street in the City of Martinsburg
- f. For the kids, by George Children's Museum Board March 10, 2016 board minutes and financial statement
- g. Eastern Panhandle Transit Authority (EPTA) March 2016 Financial Statement

12. Reports Of Chairpersons Of Council Standing Committees:

- a. Council as a Whole April 7, 2016 Committee Meeting Minutes

13. Report Of Mayor

- a. Reappoint David Anderson to the Shade Tree Commission 5/9/2016-5/9/2019
- b. Reappoint Mary Lewis to the Shade Tree Commission 5/9/2016-5/9/2019
- c. Appoint Scott Campbell to the Martinsburg/Berkeley County Library Board
- d. Appoint members to Brownfields Grant Committee (see attached memo)
- e. Current Board and Commission Vacancies:
 - 1. Shade Tree Commission (1)
 - 2. Parking Authority (2)
 - 3. Historic Preservation Review Commission (1)
 - 4. Code Appeals Board (1)
- f. Reminder of Special City Council Meeting for Tuesday, April 19, 2016 at 5 PM to approve levy rates (per State Code)

14. Report Of City Attorney

15. Report of City Manager

16. Unfinished Business

17. New Business

- a. First and Second Reading of Ordinance 2016-06 Amending the City of Martinsburg Codified Ordinance, Part 5: General Offenses Code, Chapter 5, Administrative, by adding Article 522: Drug and Gang Houses, Houses of Prostitution and other Disorderly Houses, Sections 552.01 to 552.03
- b. First and Second Reading of Ordinance 2016-07 Amending the City of Martinsburg Codified Ordinance, Part 5: General Offenses Code, Chapter 5, Administrative, by adding Article 550: Recklessly Permits the Physical Condition or Facilities of the

Residential Real Estate to Become or Remain in any Condition which Endangers the Health or Safety of any Person, Sections 550.01 to 550.02

- c. First and Second Reading of Ordinance 2016-08 Amending the City of Martinsburg Codified Ordinance, Part 5: General Offenses Code, Chapter 5, Administrative, by adding Article 551: Requirement of Watchman for Vacant or Open Buildings, Sections 551.01 to 551.02
- d. Approve/deny request of Sons of Confederate Veterans West Virginia Division to close a portion of Queen Street, from King Street to Race Street, on Saturday, March 4, 2017 from 10 AM until noon for the purposes of holding a "Second Annual Confederate Flag and Southern Heritage Day" parade, including traffic control and police escort, contingent upon proof of adequate liability insurance (see memo)
- e. Approve/deny request from Burke Street Elementary Second Grade to perform in the Town Square in celebration of Cinco de Mayo, Thursday, May 5, 2016 from 12:30 until 1 PM, contingent upon proof of adequate liability insurance
- f. Approve/deny request from Berkeley County Roundhouse Authority for public works assistance for several events (see memo)
- g. Approve/deny request from Berkeley County Roundhouse Authority for Police Department assistance for traffic control (police presence and signage) on Friday May 6 through Sunday, May 8, 2016 for the 155th anniversary of General Stonewall Jackson's Raid (see memo)
- h. Approve/deny request from Berkeley County Roundhouse Authority to serve as "Master Vendor" during the anniversary of General Stonewall Jackson's Raid, and collect a flat \$5 B&O tax for sub-vendors at the event
- i. Approve/deny bid recommendation for a 2016 Street Sweeper - Golden Equipment Company--\$214,800
- j. Approve/deny purchase of 2016 Ford Explorer for City Manager - Stephen's Auto (State contract)--\$25,940
- k. Approve/deny bid recommendation for City Hall replacement windows (bid opening 4/13/2016)
- l. Approve/deny 60 month lease agreement with Xerox for a new 3Tier Colorcube 9303 color copier (state contract)--\$504.04 per month
- m. Approve/deny purchase of sixty-eight (68) replacement telephone system handsets for City Hall and Police Department - Innovative, Inc.--\$7,464

- n. Approve/deny Martinsburg Fire Department Standard Operating Procedure (SOP) for Emergency Vehicle Response
- o. Approve/deny Memorandum of Understanding between the American Red Cross and City of Martinsburg for the storage of sixteen (16) cots to be used by Martinsburg Fire Department.
- p. Approve/deny quote for upgrades to the Central Fire Station diesel fume exhaust systemô Air Cleaning Technology (sole provider)--\$14,642.00
- q. Approve/deny purchase of seven (7) Trijicon MRO optical rifle sights to replace eight (8) defective EOTECH optical rifle sights for the Police Department Special Response Team (SRT)ô OpticsPlanet--\$450.00 each, \$3,150 total
- r. Approve/deny authorization for Mayor Karos to sign the Statement of Interest in Region 9 Multi-Jurisdictional Multi-Hazard Mitigation Planning
- s. Approve/deny Resolution 2016-11 authorizing HRI Inc.ô Application for April 2016 Payment #28 for the WWTP Upgrade Project--\$ 1,131,333.56
- t. Approve/deny Change Order #17 between the City of Martinsburg, HRI, Inc. and OôBrien and Gere Engineers, Inc. for the WWTP Upgrade Project Construction--\$78,440.00
- u. Discuss Resolution 2016-12 authorizing the approval of the Animal Control Agreement between the Berkeley County Council and City of Martinsburg, and take action as necessary

18. 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)