

City Of Martinsburg
Regular City Council Meeting
Thursday, August 11, 2016
6:30 P.M.

1. Call to Order
2. Roll Call
3. Salute to Flag
4. Prayerô Pastor Vernon Cartwright, Serenity Seventh Day Adventist
5. Approve July 28, 2016 Special Meeting Minutes
6. Approve June 2016 Administrative and Financial Report.
7. **Presentations**
 - a. Resolution of Appreciation for retiring Water Department Systems Operator Rosetta Eversole
 - b. Resolution of Appreciation for retiring Wastewater Department Crew Chief Melvin Prince
 - c. Resolution of Appreciation for retiring Public Works Department Laborer Cletus Faircloth
 - d. Make comment on ABCA Zoning Form for Class B ôCarry Outö License relating to Caribbean Produce--500 N. High Street
 - e. Make comment on ABCA Zoning Form for CFI Martinsburg, LLC (dba Chiliø Grill and Bar)ô 884 Foxcroft Avenue
8. **Petitions from Citizens (Two (2) Minute Maximum)**
9. **Receive And File Reports—Minutes—Correspondence Of The Following:**
 - a. Correspondence from FEMA regarding the City of Martinsburgø entry into the National Flood Insurance Program (NFIP) and a CRS Class 8 rating
 - b. Correspondence from the American Heart Association regarding the Silver Performance Achievement Award achieved by the Martinsburg Fire Department
 - c. For the Kids, by George Childrenø Museum July 2016 Board Meeting Minutes

- d. Martinsburg/Berkeley County Public Library Minutes for June 23, June 29 and July 22, 2016
- e. Eastern WV Regional Airport Authority Minutes for June 7 and June 27, 2016

10. Reports Of Chairpersons Of Council Standing Committees:

11. Report Of Mayor

- a. Council as a Whole Committee Meeting scheduled for Tuesday, August 16, 2016 at 4:30 PM

12. Report Of City Attorney

- a. Discuss suggested panhandling ordinance document
- b. Discuss draft events permit ordinance
- c. Discuss draft B&O/licensing fees ordinance for vendors at events in the City of Martinsburg

13. Report of City Manager

14. Unfinished Business

- a. Third and Final Reading of Ordinance 2016-22 Amending the City of Martinsburg Code, Part Five General Offenses, Article 545 Weapons and Explosives, by Amending and Reenacting Section 545.10 Fireworks: Definition, Sale, Possession and Discharge
- b. Third and Final Reading of Ordinance 2016-23 Amending Ordinance 2016-09, which Established Job Descriptions for Employees of the City of Martinsburg, West Virginia
- c. First and Second Reading of Ordinance 2016-24 to An Ordinance to Add and Amend the Text of The City of Martinsburg Zoning Ordinance At Article IV "General Regulations" Section 400 "Sign" to amend and reenact comprehensive sign regulations (**Previously tabled—see attached letter**)
- d. Approve/deny amended request from Martinsburg Renew to close a portion of W. Martin Street, between N. Kentucky and Elijah Street, for the purposes of holding a block party on Saturday, September, 17, 2016 from 4 PM until 8 PM, contingent upon proof of adequate liability insurance (previously tabled, see attached amended request)

15. New Business

- a. Approve/deny request from Mountain State Apple Harvest Festival to hold the Mountain State Apple Harvest Festival Grand Feature Parade on Saturday, October 22, 2016 beginning at 1 PM, contingent upon proof of adequate liability insurance
- b. Approve/deny 3rd annual "Building Steam" fundraising event at the Caperton Train Station as requested by For the Kids, by George Children's Museum, to be held on

Friday, November 18, 2016 from 6:45 until 10:00 PM, contingent upon proof of adequate liability insurance

- c. Approve/deny placement of a Downtown Health and Fitness Kiosk, which will extend into the City of Martinsburg right of way, on the King Street side of the Martinsburg/Berkeley County Public Library Plaza 101 W. King Street
- d. Approve/deny authorization for Mayor to sign amended agreement between City of Martinsburg and Habitat for Humanity of the Eastern Panhandle for old Lot #14 (now Lot #17 102 Humanitarian Way), in the Auburndale Subdivision \$33,650.85 2012 CHDO Funds
- e. Approve/deny authorization for Mayor to sign amended agreement between City of Martinsburg and Habitat for Humanity of the Eastern Panhandle for old Lot #15 (now Lot #19 104 Humanitarian Way), in the Auburndale Subdivision \$45,646.35 2013 CHDO Funds
- f. Approve/deny authorization for Mayor to sign amended agreement between City of Martinsburg and Habitat for Humanity of the Eastern Panhandle for Lot #20 106 Humanitarian Way, in the Auburndale Subdivision \$48,665.55 2014 CHDO Funds
- g. Approve/deny authorization for Mayor to sign Memoranda of Agreement to transfer HOME Match Credit to Habitat for Humanity of the Eastern Panhandle, Inc. for FY 2012, 2013 and 2014
- h. Approve/deny contract for professional services between the City of Martinsburg and Urban Design Ventures, LLC, for FY 2017-2019 CDBG/HOME Programs. Year one and two \$38,000 per year and year three \$59,500
- i. Discuss American Legion Rental Agreement and take action as necessary
- j. Discuss removal of fence located at the rear of the City Hall Parking Lot and take action as necessary
- k. Authorize City Recorder to schedule surplus auction for Saturday, October 1, 2016
- l. Approve/deny recommendations for use of Brownfields Grant to advance the following two sites for Phase 1 Environmental Site Assessment Interwoven Mills and Thorn Lumber
- m. Approve/deny Agreement for Administrative Services between the City of Martinsburg and Region 9 Planning and Development Council Advanced Land and Water, Inc. Hydrogeological Reconnaissance and Feasibility Evaluation--\$7,350
- n. Confirm purchase and installation of new air conditioning unit for Market House Building Miller Electric Company, Inc.--\$6,799
- o. Approve/deny HRI Inc. Application for August 2016 Payment #2 for the Church Street Stormwater Project--\$109,990.69

- p. Approve Resolution 2016-22 authorizing HRI Inc.ø Application for August 2016 Payment # 32 for the WWTP Upgrade Project--\$1,417,321.85

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)