

City Of Martinsburg
Regular City Council Meeting
Thursday, December 8, 2016
6:30 P.M.

1. Call to Order
2. Roll Call
3. Salute to Flag
4. Prayerô
5. Approve November 17, 2016 Special Meeting Minutes
6. Approve October 2016 Administrative and Financial Report.
7. **Presentations**
 - a. Administer Oath of Office to Fire Captains Daniel Thomas and David Weller
 - b. Administer Oath of Office to Fire Lieutenants Bradley Knieriem and Douglas Smith
 - c. Resolution of Appreciation for retiring Building Code Official G. Darby Dean for his 22 years of service
8. **Petitions from Citizens (Two (2) Minute Maximum)**
9. **Receive And File Reports—Minutes—Correspondence Of The Following:**
 - a. Eastern Panhandle Transit Authority October 17, 2016 Board Meeting Minutes and November 2016 Financial Report
 - b. Martinsburg-Berkeley County Parks and Recreation October 18, 2016 Board Meeting Minutes
 - c. City of Martinsburg Police Department Inaugural Awards and Recognition Ceremony Program (November 10, 2016)
 - d. Correspondence from Xfinity, dated November 18, 2016, regarding information on price changes
 - e. For the Kids, by George Childrenø Museum November 3, 2016 Board Meeting Minutes and Directorø Report
10. **Reports Of Chairpersons Of Council Standing Committees:**
11. **Report Of Mayor**
 - a. Reminder of City/County Joint Meetingô January 19, 2017 beginning at 5 PM.

- b. Reappoint the following to the Board of Zoning Appeals 1/1/2017-1/1/2020
 - Doreane Mosser
 - Mary Dulyea
- c. Reappoint the following to the Historic Preservation Review Commission 1/21/2017-1/21/2020
 - Brance McCune
 - Christopher Cox
- d. Report the following vacancies:
 - Board of Zoning Appeals (1 alternate)
 - Convention and Visitors Bureau (1 as of December 31)
 - Parking Authority (2)
 - Shade Tree Commission (1)
 - Planning Commission (1)

12. Report Of City Attorney

13. Report of City Manager

- a. Projects Update

14. Unfinished Business

- a. Third and Final Reading of Ordinance 2016-32 Amending The City Of Martinsburg Code, Chapter Five-Part One-Administrative, Article 155 Special Events, By Adding Sections 155.01 Through 155.10 To Provide For The Regulating And Permitting Special Events And Parades
- b. Third and Final Reading of Ordinance 2016-33 to Amend the City of Martinsburg Zoning Map to Rezone 32.91 Acres of an Improved Parcel Containing Approximately 62.90 Acres from BC (Community Business) to RML (Multiple-Family, Low-Density Residential District)
- c. Third and Final Reading of Ordinance 2016-34 Amending Ordinance 2016-30 Which Established Job Descriptions For Employees Of The City Of Martinsburg, West Virginia
- d. Third and Final Reading of Ordinance 2016-35 to Amend and Reenact the City of Martinsburg Personnel Rules and Policies Section VIII: Miscellaneous Policies by adding Subsection Y: Recording of Employees by Employees

15. New Business

- a. Authorize the Mayor to sign Subrecipient Agreements with the following organizations for use of FY 2016 CDBG Funds:
 - C-Cap 6 Emergency Rental Assistance--\$5,000
 - Court Appointed Special Advocates (CASA) 6 support of volunteer program--\$5,000

- Safe Haven Child Advocacy Centerô case management support--\$5,000
 - Berkeley County Meals on Wheelsô Dine with Dignity program--\$5,000
 - Boys and Girls Club, Martinsburg Siteô membership scholarships--\$8,000
 - Shenandoah Womenø Centerô case management support--\$5,000
 - Berkeley Senior Servicesô in-home care services--\$5,000
 - Community Networks, Inc.ô administrative support--\$2,000
 - Catholic Charities, WVô case management support--\$1,000
- b. Approve/deny funding for replacement of chain link fence at Leeland Park with black ornamental fencing (\$3,500 + \$2,000 installation and an ADA accessible water fountain (\$2,950)ô total \$8,450
- c. Approve/deny updated scope of work and fees for Gateway and Wayfinding designô Frazier Associates--\$_____
- d. Approve/deny request from Living Waters FWC to perform Christmas carols in the Town Square Pedestrian Plaza on Wednesday, December 21, 2016 from 6-7:30 PM, contingent upon proof of adequate liability insurance
- e. Approve/deny pay application #6 to HRI, Inc. for the Church Street Storm Drainage Improvement Project--\$153,692.82
- f. Approve/deny Cooperative Service Agreement between the City of Martinsburg and the United States Department of Agriculture Animal and Plant Inspection Service Wildlife Services for an integrated wildlife management program directed at reducing human health, safety risks, and property damage associated with Black Vultures and Turkey Vultures in the City of Martinsburg through November 30, 2017ô not to exceed \$7,800

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)