

City Of Martinsburg
Regular City Council Meeting
Thursday, January 9, 2014
6:30 P.M.

1. Call to Order
2. Roll Call
3. Salute to Flag
4. Prayer
5. Approve December 12, 2013 Regular Meeting Minutes
6. Approve November 2013 Administrative and Financial Report.
7. **Presentations**
 - a. Administer Oath of Office to City of Martinsburg Police Officers Michael Nye and Jonathon Smith
 - b. Introduction of Mr. Bill Clarke, Executive Director of Region 9 Planning and Development Council
8. **Petitions From Citizens**
9. **Receive And File Reports—Minutes—Correspondence Of The Following:**
 - a. Resolution and letter acknowledging the Martinsburg Bulldogs four time football championship win as read December 15, 2013 by Martinsburg High School at their annual awards banquet
 - b. Letter from Martinsburg/Berkeley County Chamber of Commerce reappointing Tom Belfield to the Police Civil Service Commission through December 31, 2017
 - c. City of Martinsburg audit letter for fiscal year ending June 30, 2013 (complete audit distributed to Mayor and Council and on file in the Finance Department)
 - d. Martinsburg/Berkeley County Convention and Visitors Bureau October 9, 2013 meeting minutes and Profit and Loss Statements for October-November 2013
 - e. Letter from Comcast, dated December 19, 2013, regarding programming changes
 - f. Letter from Comcast, dated December 13, 2013 regarding rate changes for certain services
 - g. Berkeley County Animal Control November 2013 Incident Report

- h. Eastern Panhandle HOME Consortium of West Virginia Program Update; December 2013

10. Reports Of Chairpersons Of Council Standing Committees

- a. Council as a Whole Committee December 10, 2013 meeting minutes
- b. Council as a Whole Committee December 18, 2013 meeting minutes

11. Report Of Mayor

- a. Reminder of following vacancies
 - 1. Shade Tree Commission (1)
 - 2. Code Appeals Board (1)
 - 3. Planning Commission (1 immediate, 1 upcoming in March)
 - 4. Board of Zoning Appeals (1 alternate)
 - 5. Historic Preservation Review Commission (1)
- b. Appoint William R. Clark to the Eastern Panhandle HOME Consortium to fill an unexpired term--7/1/2013-6/30/2016
- c. Economic Development Strategic Plan Presentation from Garner Economics to Council as a Whole Committee Tuesday, January 28, 2014 from 6-8 PM Martinsburg Holiday Inn, Foxcroft Avenue

12. Report Of City Attorney

13. Report Of City Manager

- a. Projects Update
- b. WVDOH Transportation Alternatives Grant intent to apply Train Station Corridor Project Update

14. Unfinished Business

15. New Business

- a. First and Second Reading of Ordinance 2014-01 *An Ordinance Amending The City Of Martinsburg Code, Part 3, Traffic Code, Chapter Seven Parking Article 361, Parking Generally By Adding Article 361, Section 15 Prohibiting The Parking Of Unlicensed Trailers Upon Any Street Or Highway*
- b. First and Second Reading of Ordinance 2014-02: *An Ordinance Amending The City Of Martinsburg Code, Part 1, Administrative Code, Chapter Seven Judicial Article 172, Police Court By Adding Article 171, Section 14 Chief Magistrate, Magistrates And Court Clerks*
- c. Approve Resolution 2014-01: authorizing participation in Eastern Panhandle HOME Consortium of West Virginia for FY 2014-2015.

- d. Approve/deny request from OParty Plus to use the Town Square Pedestrian Plaza for a community event to run in cooperation and simultaneously with the Annual Soap Box Derby (request pending) Saturday June 07, 2014 7AM-4PM (Rain date June 14).
- e. Approve/deny request from Norwalk Soap Box Derby, Inc. to hold the annual Soap Box Derby on Saturday, June 7, 2014 with a rain date of June 14.
- f. Approve/deny Eastern Panhandle EMS Education System Policies and Procedures Manual
- g. Approve/deny purchase of eight (8) Hazardous Material Suits for the Martinsburg Fire Department óTriCon Environmental, Inc.--\$7,616.88 Fire/EMS Fund
- h. Approve/deny FY 2014-2015 budget request of 2% of total proceeds of previous year's projected tax collection to Berkeley County Assessor for Valuation Fund
- i. Confirm agreement between City of Martinsburg and Chester Engineers for water model Weis Shopping Center Development (to be reimbursed by developer)\$13,800
- j. Approve/deny Professional Engineering Services Proposal WWTP Upgrade Project Task 3 (Alternative Entrance Road and Second Water Line) Tasks 1: Design; 2: Bid-Phase; and 3: Construction Phase Change Order Request #1 (COR1)--\$5,990
- k. Martinsburg WWTP Upgrade Contract No. 2 Construction Plan Monthly Narrative for December 31, 2013-- NO pay request for December 2013

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)

17. Adjournment