

**City Of Martinsburg**  
**Regular City Council Meeting**  
**Thursday, March 10, 2016**  
**6:30 P.M.**

1. Call to Order
2. Roll Call
3. Salute to Flag
4. Prayerô Mark Mooney, Otterbein United Methodist Church
5. Approve February 11, 2016 Regular Meeting Minutes
6. Approve January 2016 Administrative and Financial Report.
7. **Presentations**
  - a. Introduction of Chelsie Davis, Executive Director of For the Kids, by George Children's Museum
  - b. Make comment on ABCA Zoning Form for The Warehouseô 411 Auburn Streetô C&D Assets, LLC
  - c. Paul Williamsô 2017 Southern Heritage Day Festivities
8. **Petitions from Citizens**
9. **Receive And File Reports—Minutes—Correspondence Of The Following:**
  - a. Berkeley County Animal Control December 2015 Incident Report
  - b. Human Relations Committee November 16, 2015 Meeting Minutes
  - c. Letter of resignation from Sally Jackson, Martinsburg-Berkeley County Library Commission, received February 11, 2016
  - d. Letter from Xfinity regarding installation fees, dated February 17, 2016
  - e. Eastern Panhandle Transit Authority February 17, 2016 Minutes and Financial Report
  - f. Martinsburg Police Department 2015 Annual Report
10. **Reports Of Chairpersons Of Council Standing Committees:**

- a. Council as a Whole Committee February 23, 2016 Meeting Minutes

#### **11. Report Of Mayor**

- a. Schedule Special City Council Meeting for Tuesday, March 22, 2016 at 5 PM to approve budgets and other action as necessary
- b. Schedule Special City Council Meeting for Tuesday, April 19, 2016 at 5 PM to approve levy rates (per State Code)
- c. Schedule Special City Council Meeting for, Tuesday, June 21, 2016 at 5:00 PM to begin the Canvass and declare the results of the June 14, 2016 City Election.
- d. Schedule Special Council Meeting for Thursday, June 23, 2016 at 5:00PM for purposes of certifying the results of the June 14, 2016 City Election.
- e. Schedule Special Council Meeting for Thursday, June 30, 2016 at 5:00 PM.
- f. Schedule Special Council Meeting for Thursday, June 30, 2016, immediately following the adjournment of the Special Council Meeting beginning at 5:00 PM, for purposes of administering the Oath of Office to the Mayor and Council as elected at the June 14, 2016 City Election to take effect at 12:00 AM (midnight) on July 1, 2016.
- g. Appoint Vanessa Williamson to fill an expired term on the Martinsburg-Berkeley County Convention and Visitors Bureau Board 1/1/2016-1/1/2018
- h. Appoint Brance McCune, Sr. to the Historic Preservation Review Commission to fill an unexpired term 1/21/2014-1/21/2017

#### **12. Report Of City Attorney**

- a. Discuss the following proposed ordinances:
  - 1. Drug and Gang Houses; Houses of Prostitution and other Disorderly Houses
  - 2. Recklessly Permitting the Physical Condition or Facilities of Residential Real Estate to Become or Remain in any Condition which Endangers the Health or Safety of any Person
  - 3. Requirement of Watchman for Vacant or Open Buildings

#### **13. Report of City Manager**

#### **14. Unfinished Business**

- a. Third and Final Reading of Amended Ordinance 2016-03: An Ordinance to Add to and/or Amend the Text of the Martinsburg Zoning Ordinance (MZO) at Article VI: Design Regulations to Include Clarifying Language and Regulations for Storage Buildings, Storage Shipping-bins, Donation Drop-off Bins, and Temporary Structures

#### **15. New Business**

- a. Approve Resolution 2016-06 Authorizing the Execution of a Supplemental Agreement with the West Virginia Department of Transportation, Division of Highways (Division) with Regard to Funding Associated with the Burke Street Bridge Replacement (State Project # S302-BUR/KE-1) Project in the City of Martinsburg, West Virginia--\$351,000 additional City funding
- b. Approve Resolution 2016-07 Authorizing George Karos, Mayor of the City of Martinsburg to Enter into a Contractual Agreement with the West Virginia Division of Motor Vehicles to Receive and Administer Supplemental Grant Funds in the Amount of \$117,952.30 Pursuant to the Provisions of the West Virginia Governor's Highway Safety Program.
- c. Approve/deny Berkeley Heights Elementary School's request to hold a 5K race on Saturday, April 16, 2016, contingent upon proof of adequate liability insurance route attached
- d. Approve/deny Deliverance Ministries's request to resume use of the Town Square for monthly prayer sessions, including food service, on the second Tuesday of each month, beginning at 7 PM, contingent upon proof of adequate liability insurance
- e. Approve/deny request from Berkeley Family Medicine, in partnership with the Good Samaritan Free Clinic and the Coalition for the Homeless, to offer sack lunches, first aid kits and clothing donations on the Town Square Pedestrian Plaza on Saturday, May 7 from 11 AM until 1 PM, contingent upon proof of adequate liability insurance
- f. Approve/deny request from Berkeley County Ministerial Association (BCMA) to hold a Good Friday crosswalk along the streets of downtown Martinsburg on Friday, March 25, beginning at 10:30 AM, contingent upon proof of adequate liability insurance
- g. Approve/deny "Take Pride in your Community" Spring Clean Up event for Saturday, May 21, 2016
- h. Approve/deny agreement between the City of Martinsburg and Zambelli Fireworks for the July 4, 2016 fireworks demonstration--\$10,000
- i. Approve/deny appointment of Debra Dorsey and Tracy Smith as 2016 General Election Ballot Commissioners
- j. Approve/deny change in polling location for Precinct 15 (Opequon Elementary) in Ward IV to North Middle School for the June 14, 2016 General Election, as customary polling place is under construction
- k. Approve/deny bid recommendation for stump grinder for the Public Works Department Alban Caterpillar--\$5,910

- l.** Discuss Rock Cliff Drive/Tavern Road proposed intersection designs
- m.** Approve/deny Police and Fire Explorer Post Constitution and By-Laws
- n.** Approve/deny purchase of the following for the Martinsburg Police Department: four (4) Ford Explorersô State Contract--\$25, 518 each, total \$102,072; Outfitting of vehicles--\$6,000 each, total \$24,000; ten (10) Vision In-Car Camerasô Kustom Signal, Inc.--\$5,147 each, total \$51,740. Total purchases--\$177,812 (Police Levy)
- o.** Approve/deny Change Order #16 between the City of Martinsburg, HRI, Inc., and O'Brien and Gere for the WWTP Upgrade Project Construction--\$35,697
- p.** Approve/deny Resolution 2016-06 authorizing HRI Inc.ø Application for March 2016 Payment #27 for the WWTP Upgrade Project--\$ 1,932,574.75

## **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)