

City Of Martinsburg
Regular City Council Meeting
Thursday, May 9, 2013
6:30 P.M.

1. Call to Order
2. Roll Call
3. Salute to Flag
4. Prayer
5. Approve April 11, 2013 Regular Council Meeting Minutes
6. Approve April 16, 2013 Special Council Meeting Minutes
7. Approve March 2013 Administrative and Financial Report.
8. **Presentations**
 - a. Proclamation Heritage Day May 11, 2013
 - b. Martinsburg/Berkeley County Convention and Visitors Bureau Update Laura Gassler, Director
9. **Petitions From Citizens**
10. **Receive And File Reports—Minutes—Correspondence Of The Following:**
 - a. Proclamation Paint the Town Purple Week-read on May 6, 2013
 - b. Auction report for April 13, 2013 surplus auction
 - c. Eastern Panhandle Transit Authority Budget Committee Meeting Minutes
 - d. Planning Commission February 06, 2013 Meeting Minutes
 - e. Martinsburg/Berkeley County Convention and Visitors Bureau January 11, 2013 and February 13, 2013 Meeting Minutes
11. **Reports Of Chairpersons Of Council Standing Committees**
 - a. Council as a Whole Committee April 29, 2013 Meeting Minutes
 - b. City Property Committee April 29, 2013 Meeting Minutes

12. Report Of Mayor

- a. Reappoint Craig Shanholtzer to the Parking Authority, term 6/30/13-6/30/16
- b. Reappoint Randy Lewis to the Parking Authority, term 6/30/13-6/30/16
- c. Reappoint Mary Crawford to the HOME Consortium Council, term 7/1/2013-6/30/2016
- d. Reappoint Gregory Janes to the HOME Consortium Council, term 7/1/2013-6/30/2016
- e. Reappoint Natalie Hoffman to the HOME Consortium Council, term 7/1/2013-6/30/2016
- f. Reappoint Carol Goolsby to the HOME Consortium Council, At-Large Member, term 7/1/2013-6/30/2016
- g. Reminder of May 11, 2013 Special Police Levy Election
- h. Reminder of Heritage Day, Saturday, May 11, 2013
- i. Schedule Special Council Meeting for Friday, May 17, 2013 at 5:00 PM to canvass and declare the results of the May 11, 2013 Special Police Levy Election
- j. Schedule Special Council Meeting for Tuesday, May 21, 2013 at 5:00 PM to certify the results of the May 11, 2013 Special Police Levy Election and other business as needed
- k. Reminder of "Take Pride in your Community" Spring Clean-up event to take place on Saturday, May 18, 2013 from 7:00 AM- 1:00 PM.
- l. Reminder of the following vacancies: Shade Tree Commission (1), Code Appeals Board (1), Parking Authority (1), Convention and Visitors Bureau (1) and Planning Commission (1).
- m. Appoint the following to the Engineering Interview Committee for the Pre-Development Project "Church Street Area Stormwater Project (CDBG)"
 - Mayor George Karos
 - City Council
 - Mark S. Baldwin, City Manager
 - Mike Covell, City Engineer/Planning Director
 - Jeff Wilkerson, Public Works Director

13. Report Of City Attorney

14. Report Of City Manager

- a. Projects Update

15. Unfinished Business

16. New Business

- a. First and Second Reading of Ordinance 2013-03: *An Ordinance Setting Forth Sewer Rates, Minimum Charge, Disconnect/Reconnect/Administrative Charges, Service Connection Charge, Delayed Payment Penalty and Capital Improvement Fees for the City of Martinsburg, West Virginia*
- b. First and Second Reading of Ordinance 2013-04: *An Ordinance To Amend The City Of Martinsburg Zoning Map To Rezone An Improved Parcel Of Real Estate, Consisting Of Approximately 35.94 Acres, Also Identified On The Berkeley County, West Virginia Tax Map M4E Parcel 1, Postal Address 2500 Hospital Drive, Located In The Martinsburg District, Berkeley County, West Virginia, Owned By City Hospital Foundation From Its Current Zoning Classification Of RUB (Urban Residential Class B) To BC (Community Business)*
- c. Approve/deny Resolution 2013-04: *A Resolution Authorizing George Karos, Mayor to Sign an Application for a Matching Fund Grant for Litter Control* Total budget \$5,900, Grant Match--\$2,500, City Portion--\$3,400
- d. Approve/deny Resolution 2013-05: *Resolution of the Council of the City of Martinsburg approving the FY 2013 CDBG and HOME Annual Action Plan.*
- e. Approve/deny Resolution 2013-06: *A Resolution Donating Equipment to the Martinsburg/Berkeley County Parks and Recreation Board*
- f. Approve/deny art piece for Caperton Train Station - see attached letter
- g. Approve/deny consulting services proposal for Strategic Economic Development Plan - Garner Economics--\$94,500 plus reimbursable expenses not to exceed \$5,000
- h. Approve/deny changing Community Development Director from full-time City position to a part-time contractual position
- i. Authorize City Manager to solicit information from the governing body and City staff for possible participation in the Municipal Home Rule Pilot Program
- j. Approve/deny Mutual Aid Agreement between the City of Martinsburg and Berkeley County, WV for fire, emergency medical services, specialized rescues and disasters
- k. Approve/deny Mutual Aid Agreement between the City of Martinsburg and Jefferson County, WV for fire, emergency medical services, specialized rescues and disasters
- l. Approve/deny Agreement between City of Martinsburg and CoxHollidaPrice, LLP for accounting services in relation to Waste Water Treatment Plant Upgrade Project (not to exceed \$10,100) and to provide coverage letters in regards to the City of Martinsburg Combined Waterworks and Sewerage System Revenue Bonds, Series 2013 (not to exceed \$2,900)
- m. Approve/deny Agreement between the City of Martinsburg and Bowles Rice LLP, to act as bond counsel for City of Martinsburg Combined Waterworks and Sewerage System Revenue Bonds, Series 2013 (West Virginia SRF Program) - not to exceed \$65,000

17. 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)

18. Adjournment