

**City Of Martinsburg**  
**Regular City Council Meeting**  
**Thursday, November 14, 2013**  
**6:30 P.M.**

1. Call to Order
2. Roll Call
3. Salute to Flag
4. Prayer—
5. Approve October 10, 2013 Regular Meeting Minutes
6. Approve September 2013 Administrative and Financial Report.
7. **Presentations**
  - a. Administer Oath of Office to Police Officer Marc Loretta, II
  - b. Make Comment on ABC Zoning Letter for Lesco Beverage, LLC—DBA Les's Station Grill—127 E. King Street
  - c. Make Comment on ABC Zoning Letter for Carib Life, LLC—DBA Escape Lounge and Grill—306 Wilson Street
  - d. Proclamation—Christian Heritage Week—November 24-30, 2013
  - e. Proclamation—National Hunger and Homeless Awareness Week—November 16-24, 2013
  - f. Proclamation—Discover the Arts in MARTinsburg—November 22-24, 2013
  - g. Request for ground lease for a Wireless Telecommunications Facility at the Boston Street Public Works Facility—Mr. Lynn Koerner, Shentel/ Michael E. Hofe, CIG DT Holding, LLC
8. **Petitions From Citizens**
9. **Receive And File Reports—Minutes—Correspondence Of The Following:**
  - a. Berkeley County Animal Control September and October 2013 Incident Reports
  - b. Division of Highways letter dated October 9, 2013 in reference to traffic study at the intersection of WV 45 and N. High Street

- c. Martinsburg Berkeley County Convention and Visitors Bureau Meeting Agendas, Minutes and Profit and Loss Statements from July 2013-October 9, 2013
- d. Hagerstown Eastern Panhandle Metropolitan Planning Organization Interstate Council Meeting August 28, 2013 Draft Minutes, Project updates and TIP Amendments
- e. WVDOT Inspection Report for Oak Street Bridge, October 2013
- f. Timeline for planning process of Community Development's CDBG and HOME Five Year Consolidated Plan, 2014 Annual Action Plan and Analysis of Impediments to Fair Housing Choice
- g. Planning Commission September 4, 2013 and October 2, 2013 Meeting Minutes
- h. Board of Zoning Appeals October 1, 2013 Meeting Minutes

#### **10. Reports Of Chairpersons Of Council Standing Committees**

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

- a. Schedule Council as a Whole Committee Meetings (Dates TBD) to discuss the following:  
E. Burke Street Parking Lot; N. Queen Street Underpass; and Ordinances

- b. Reminder of vacancies:

- Shade Tree Commission (1)
- Planning Commission (1)
- Parking Authority (1)
- Code Appeals Board (1)

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

#### **13. Report Of City Manager**

- a. Projects Update

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

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

- a. First and Second Reading of Ordinance 2013-17: *An Ordinance Amending The Zoning Ordinance Of The City Of Martinsburg By Repealing Existing Requirements Known By Title As "The Proper Maintenance Or Storm Water, Sediment And Erosion Control In The City Of Martinsburg, Berkeley County, West Virginia" And By Replacing And Enacting Requirements Known By Title As "The Stormwater Management Ordinance Of The City Of Martinsburg"*
- b. Approve/deny approval to amend Garner Economics, LLC's expense reimbursement fees from \$5,000 to \$7,000
- c. Approve/deny Resolution 2013-22: *Resolution of the Council of the City of Martinsburg Revising the FY 2008 and FY 2010 Morgan County Tenant Assistance Program*

- d. Approve/deny snow removal bid for four (4) Municipal parking lots- Parking and/or Train Station Fund
- e. Approve/deny purchase of twelve (12) Tasers from Taser International (sole provider) with associated accessories and warranties--\$16,849—Police Levy Fund
- f. Approve/deny Return to Rank Policy for Chief of Police Kevin Miller
- g. Approve/deny purchase of one new Ford F250 Mechanic's Truck (including crane, off-road package and 8-foot bed) for the Public Works Department--\$37,778 (budgeted)—State Contract
- h. Approve/deny Change Order #2 for Contract #1 Kilmer Springs Water System Improvements Project—additional asphalt overlay, as required by WVDOH and the placement of type "A" trench repair, as required by DOH— \$4,496.50
- i. Confirm approval to increase Jefferson Asphalt's paving contract in the amount of \$5,800 (\$450,000 budgeted, new contract amount \$437,228)—Millrace Drive and Wilson Street
- j. Confirm denial of request to pave alley right-of-way off Cypress Way
- k. Approve/deny request to utilize street millings on alleyway located between the 300 block of Porter and Kentucky Avenues
- l. Authorize City Manager to submit Intent to Apply application for WVDOH Transportation Alternatives Grant for Martin Street Corridor Improvement Project— approximate cost for 2013 \$620,796 (\$496,637-grant, \$124,159 City match)
- m. Approve/deny purchase of Gear Dryer for the Martinsburg Fire Department—Advantage Equipment (sole supplier)--\$7,500 (\$3,500 WV DHHR Grant, \$4,000 Fire/EMS Fund)
- n. Confirm approval to allocate \$1,000 to Main Street Martinsburg for holiday lights for Town Square
- o. Confirm approval of CVB request to close the 100 East and 100 West blocks of Martin Street for the rally kick-off of the Rally North America's Rte. 50 rally/scavenger hunt

#### **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**