



BERKELEY COUNTY COUNCIL AGENDA

**400 WEST STEPHEN STREET, SUITE 205
THURSDAY, JUNE 25, 2020, 9:30 A.M.**

9:30

Call to Order

Items from the Public

Approval of Agenda

Consent Agenda

1. Internal Budget Revisions
2. Changes in Status
3. Approval of Minutes
4. Council Calendar
5. Board and Commission Calendar

Correction of Assessments Log, Apportionment of Assessment Applications, Deconsolidation Applications and Consolidation of Properties Applications – Assessor’s Office

Board Meeting Reports
Board and Commission Vacancies

- Councilperson Issues
Councilperson Whitacre
Eastern WV Regional Airport 100th Anniversary

Councilperson Mauck
Berkeley County 250th Anniversary



BERKELEY COUNTY COUNCIL AGENDA

10:30 Discussion/Action COVID-19

Items from the Public

RECESS

The Berkeley County Council reserves the right to re-arrange items on the agenda as needed due to time constraints of the public or the Council.

HIRING RECOMMENDATIONS

Candidate	Dept. No.	Position	New Position or Replacement	Advertised Yes/No	Recommended By:	Compensation Rate	Estimated Start Date
Anthony Delligatti	401	Deputy Legal Director	Replacement	Yes	Alan Davis, County Administrator	\$105,000	July 1, 2020

CHANGES IN STATUS

Employee Name	Dept. No.	Position	Change in Status	Recommended By:	Compensation Rate From/To	Estimated Start Date

RESIGNATIONS

Employee Name	Dept. No.	Position	Received from:	Effective Date

Berkeley County Council Meeting
400 W. Stephen Street, Suite 205
Martinsburg, WV 25401

June 11, 2020
9:30 A.M.

Present:

Douglas E. Copenhaver, Jr. President

Dan Dulyea, Vice President

James P. Whitacre, Councilperson

Elaine C. Mauck, Councilperson

James R. Barnhart, Councilperson

Alan J. Davis, County Administrator

Norwood Bentley, III, Legal Director

Penny Shewell, Office Administrator

Also Present: Tracie McCormick, Procurement Coordinator; The Honorable Larry Hess, Assessor; Andy Blake, Deputy Legal Director

Re: Call to Order

President Copenhaver called the June 11, 2020 Berkeley County Council Meeting to Order at 9:35 A.M.

Re: Agenda

Councilperson Whitacre made a motion to approve the Agenda for the June 11, 2020 Berkeley County Council meeting. Vice President Dulyea seconded the motion. The motion carried unanimously.

Re: Consent Agenda

1. Purchase Order Log

Alan Davis, County Administrator stated on page 2 of the Purchase Order Log the invoice for Qualification Targets, Inc. is dated November, 2018. An email received stated that the company has been attempting to contact the Sheriff's Department to get the invoice paid for two years.

Vice President Dulyea made a motion that since the invoice is two years old it should be pulled from the Purchase Order Log and paid from the Sheriff's Gun Fund. Councilperson Whitacre seconded the motion. The motion carried unanimously.

2. Internal Budget Revisions

Alan Davis, County Administrator reviewed the seven (7) internal budget revisions received.

3. Changes in Status

President Copenhaver stated that a letter of retirement was received from the Assessor's Office from Dave Linton effective May 29, 2020.

4. Approval of Minutes

There were no changes to the May 28, 2020 Berkeley County Council meeting minutes.

5. Council Calendars

President Copenhaver reviewed the Council calendar for the month of June.

Mr. Davis stated that the Board of Canvass for the June 9th Primary Election would be held on Monday June 15th at 9:00 A.M. in the Council Chambers.

6. Board and Commission Calendars

President Copenhaver reviewed the Board and Commission calendar for the month of June.

Re: Consent Agenda Approval

Councilperson Mauck made a motion to approve the Consent Agenda for the June 11, 2020 Berkeley County Council meeting. Councilperson Barnhart seconded the motion. The motion carried unanimously.

Re: Correction of Assessment Logs, Apportionment of Assessments, Deconsolidation and Consolidation of Properties Applications – Assessor's Office

The Honorable Larry Hess, Assessor appeared before the Council and presented five (5) personal tax exonerations for reason of office error totaling \$731.22.

Councilperson Whitacre made a motion to approve the five (5) personal tax exonerations for reason of office error totaling \$731.22. Councilperson Mauck seconded the motion. The motion carried unanimously.

Re: Board Meeting Reports

Councilperson Barnhart reported that he did not attend the Water District Board meeting as it was held via conference call.

Councilperson Mauck reported that she attended the Farmland Protection board meeting via zoom reporting that they will be accepting new applications in the fall. She also reported that they ordered fifty (50) new signs that say "Protected Forever". Councilperson Mauck reported that she attended the Roundhouse Authority meeting, but they did not have a quorum. She stated that they continue to work on the fire suppression system.

Councilperson Whitacre that he had no meetings this week.

Vice President Dulyea reported that he attended the Airport Authority meeting and reported that they are working on purchases and progression on contracts. He also reported that they postponed the

approval of the budget for two weeks. Vice President Dulyea reported that he attended the Development Authority meeting and reported there were a lot of good properties, and now had a right of way use for water for P & G.

President Copenhaver reported that he had no meetings this week.

Re: Board and Commission Vacancies

President Copenhaver requested to have Chester Cole scheduled for an interview for the Berkeley County Building Commission.

**Re: Interview Board and Commission Vacancy
Renee Pifer – Candidate – Senior Services Board**

Renee Pifer appeared before the Council and was interviewed as a candidate for the Senior Services board.

**Re: Deb Nichols, Berkeley County Emergency Ambulance Authority
Exonerations – Months of February, March and May**

Deb Nichols, Berkeley County Emergency Ambulance Authority appeared before the Council and presented forty (40) exonerations for the months of February, March and May.

Councilperson Barnhart made a motion to approve the exonerations for the months of February, March and May for the Berkeley County Emergency Ambulance Authority. Councilperson Mauck seconded the motion. The motion carried unanimously.

**Re: Alan Davis, County Administrator
State Budget Revision # 12 Fund 001
FY 2020-21 Encumbrance Requests**

Alan Davis, County Administrator reviewed State Budget Revision # 12 for Fund 001.

Councilperson Whitacre made a motion to approve State Budget Revision # 12 for Fund 001. Councilperson Mauck seconded the motion. The motion carried unanimously.

Mr. Davis reviewed the three (3) encumbrances received for FY2020-21.

Councilperson Mauck made a motion to approve the three (3) encumbrances for FY2020-21. Councilperson Barnhart seconded the motion. The motion carried unanimously.

Re: Discussion/Action COVID-19

Brian Costello, Director, Berkeley County Emergency Ambulance Authority appeared before the Council and reported that three (3) crews were placed in self-quarantine and reported on the effects of drug overdose calls as it relates to COVID.

Bill Kearns, Executive Director, Berkeley Morgan Health Department appeared before the Council and presented an update on the last testing site at Musselman High School and also reported that they are working with Parks and Rec to open the pools and keep the restrooms cleaned and sanitized.

Re: Executive Session – Pending Real Estate

Councilperson Whitacre made a motion to go into executive session at 11:20 A.M. to discuss pending real estate. Councilperson Mauck seconded the motion. The motion carried unanimously.

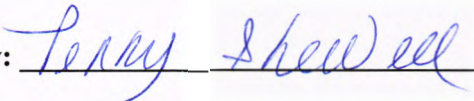
President Copenhaver declared the Council out of executive session at 1:30 P.M.

Councilperson Whitacre made a motion to approve the Settlement Agreement with Lexon in the amount of \$228,018.40 and release Lexon. Councilperson Mauck seconded the motion. The motion carried unanimously.

Councilperson Whitacre made a motion to approve the purchase of properties for lots 21 and 22 at Sportsman’s Paradise in the amount of \$36,027 which includes a \$26.00 recording and authorize the negotiation of a lease with the tenant. Councilperson Mauck seconded the motion. The motion carried unanimously.

Re: Recess

Councilperson Barnhart made a motion to Recess the June 11, 2020 Berkeley County Council meeting.



Submitted by: 
Penny Shewell, Office Administrator



COUNCIL CALENDAR

JUNE 2020



Mon	Tue	Wed	Thu	Fri
1	2	3	4 9:00 am County Council Meeting	5
8	9 PRIMARY ELECTION BC OFFICES CLOSED 	10	11 9:30 am County Council Meeting	12
15 9:00 am Board of Canvass	16	17	18 9:30 am County Council Meeting	19 BERKELEY COUNTY OFFICES CLOSED WEST VIRGINIA DAY 
22	23	24	25 9:00 am County Council Meeting	26
29	30			

COUNCIL CALENDAR

JULY 2020



Mon	Tue	Wed	Thu	Fri
<i>JULY 2020</i>		1 	2 9:30 am County Council Meeting	3 BERKELEY COUNTY OFFICES CLOSED INDEPENDENCE DAY
6	7 	8 	9 9:30 am County Council Meeting	10
13	14 	15 	16 9:30 am County Council Meeting	17
20	21 	22 	23 9:30 am County Council Meeting	24
27	28	29	30 9:30 am County Council Meeting	31



BOARDS/COMMISSION CALENDAR

JUNE 2020



Mon	Tue	Wed	Thu	Fri
1 6:00 pm <i>Planning Commission</i>	2 5:00 pm Sewer 6:00 pm Storm Water	3	4	5 9:00 am <i>WEPM Talk Radio Councilperson Vice President Dulyea</i>
8 2:30 pm LEPC 5:00 pm Water District 6:00 pm Airport Authority 6:00 pm Farmland Protection	9 PRIMARY ELECTION BC OFFICES CLOSED 	10 9:30 am <i>Development Authority</i> 3:00 pm Library 6:00 pm <i>Roundhouse Authority</i>	11 6:30 pm <i>Fire Board</i>	12
15 4:00 pm EPTA 4:00 pm Health Board 6:00 pm <i>Planning Commission</i>	16 9:00 am WRNR Councilperson <i>President Copenhaver</i> 11:30 am Parks & Rec 5:00 pm Sewer 6:00 pm Storm Water District	17 4:00 BC Criminal Justice <i>Board</i> 6:00 pm <i>Solid Waste Authority</i>	18	19 BERKELEY COUNTY OFFICES CLOSED WEST VIRGINIA DAY 
22 1:00 Region 9 1:00 pm <i>Historic Landmarks</i> 5:00 pm <i>Water District</i> 6:00 pm Airport Authority <i>"Special Meeting"</i>	23	24 10:00 am CVB 3:00 pm <i>Senior Services</i>	25 5:00 pm Library 5:00 pm Ambulance <i>Authority</i>	26 9:00 am <i>WEPM Talk Radio Councilperson Whitacre</i>
29	30			

BOARDS/COMMISSION CALENDAR

JULY 2020

Mon	Tue	Wed	Thu	Fri
JULY 2020		1	2	3 <i>BERKELEY COUNTY OFFICES CLOSED INDEPENDENCE DAY</i>
6 6:00 pm <i>Planning Commission</i>	7 5:00 pm <i>Sewer District</i> 6:00 pm <i>Storm Water District</i>	8 9:30 am <i>Development Authority</i> 4:00 pm <i>Telemon</i> 6:00 pm <i>Roundhouse Authority</i>	9 6:30 pm <i>Fire Board</i>	10
13 2:30 pm <i>LEPC</i> 5:00 pm <i>Water District</i> 6:00 pm <i>Farmland Protection</i> 6:00 pm <i>Airport Authority</i>	14 2:00 pm <i>Central Dispatch 911 Advisory Board</i>	15 6:00 pm <i>Solid Waste Authority</i>	16	17
20 4:00 pm <i>EPTA</i> 6:00 pm <i>Planning Commission</i>	21 9:00 am <i>WRNR</i> <i>Councilperson Whitacre</i> 11:30 am <i>Parks & Rec</i> 5:00 pm <i>Sewer District</i> 6:00 pm <i>Storm Water District</i>	22 10:00 am <i>CVB</i> 3:00 pm <i>Senlor Services</i>	23 5:00 pm <i>Ambulance Authority</i> 5:00 pm <i>Library Board</i>	24
27 1:00 pm <i>Historic Landmarks</i> 5:00 pm <i>Water District</i>	28	29	30	31 9:00 am <i>WEPM Talk Radio</i> TBA

BOARDS & COMMISSIONS

TERM EXPIRATIONS THRU 2020

BOARD NAME	MEMBER NAME	TERM EXPIRATION	RE-APPT SENT	RETURNED
June 2020				
Berkeley County Development Authority	Bob Butler	June 30, 2020		
Berkeley County Fire Service Board	Tim E Lewis	June 29, 2020		
July 2020				
Martinsburg- Berkeley County Parks-Recreation Board	John Taylor	July 23, 2020	✓	✓
August 2020				
Berkeley County Public Service Storm Water District	John Myers	August 1, 2020		
Martinsburg--Berkeley County CVB	Tara Price	August 17, 2020		
Berkeley County Criminal Justice Board	Dan Dulyea	August 31, 2020		
Berkeley County Criminal Justice Board	Ken Walker	August 31, 2020		
Berkeley County Criminal Justice Board	Kevin Knowles	August 31, 2020		
Berkeley County Criminal Justice Board	Curtis Keller	August 31, 2020		
Berkeley County Criminal Justice Board	Kathryn A Bradley	August 31, 2020		
Berkeley County Criminal Justice Board	Michael Laing	August 31, 2020		
Berkeley County Criminal Justice Board	Harold D Slaughter	August 31, 2020		
Berkeley County Criminal Justice Board	Lindsey Hash	August 31, 2020		
Berkeley County Criminal Justice Board	Homer Speaker	August 31, 2020		
Berkeley County Criminal Justice Board	Erin Gaertner	August 31, 2020		
Berkeley County Criminal Justice Board	Catie Wilkes-Deligatti	August 31, 2020		
September 2020				
Berkeley County Farmland Preservation Board	Sandra Hamilton	September 14, 2020		

APPLICATIONS RECEIVED FOR BOARDS

DATE	NAME OF APPLICANT	BOARD REQUESTED	DISCLOSURE RECEIVED	INTERVIEW DATE
3/2/2020	Jason Rose	Berkeley County Fire Service Board	✓	3/12/2020
3/6/2020	Tina Combs	Berkeley County Development Authority	✓	
3/6/2020	Scott Slick	Berkeley County Development Authority	✓	3/19/2020
		Berkeley County Planning Commission	✓	
		Eastern WV Regional Airport Authority	✓	
		Berkeley County Fire Service Board	✓	
		Berkeley County Emergency Ambulance Authority	✓	
		Eastern Panhandle Region 9	✓	
3/17/2020	Clifton Rineheart	Berkeley County Fire Service Board	✓	4/30/2020
5/29/2020	Tami Alexander	Berkeley County Development Authority	✓	6/18/2020