

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

**January 5, 2023**  
**9:30 A.M.**

**Present:**

**James P. Whitacre, Councilperson**

**James R. Barnhart, Councilperson**

**G. Edgar Gochenour, Councilperson**

**H. D. Boyd, Councilperson**

**Steve Catlett, Councilperson**

**Alan J. Davis, County Administrator**

**Penny Shewell, Office Administrator**

Also Present: Tracie McCormick, Procurement Coordinator; The Honorable Larry Hess, Assessor; Anthony Delligatti, Legal Director

**Re: Call to Order**

Call to Order by the Honorable Judge Lorensen presiding.

**Re: Election of President for 2023**

Councilperson Barnhart made a motion to elect James Whitacre as President for the County Council for 2023. Councilperson Gochenour seconded the motion. The motion carried unanimously.

Councilperson Catlett made a motion to elect G. Edgar Gochenour as Vice President for the County Council for 2023. Councilperson Barnhart seconded the motion. The motion carried unanimously.

Judge Lorensen swore in James P. Whitacre as President of the Berkeley County Council for 2023.

Judge Lorensen swore in G. Edgar Gochenour as Vice President of the Berkeley County Council for 2023.

President Whitacre took over the meeting.

**Re: Items from the Public**

There were no items from the public.

**Re: Agenda**

Councilperson Boyd made a motion to approve the Agenda for the January 5, 2023 Berkeley County Council meeting. Vice President Gochenour seconded the motion. The motion carried unanimously.

**Re: Consent Agenda**

**1. Purchase Order Log**

There were no questions regarding the purchase order log.

**2. Internal Budget Revisions**

There were no internal budget revisions to be addressed.

**3. Changes in Status**

There were no changes in status to be addressed.

**4. Approval of Minutes**

There were no changes to the December 22, 2022 Berkeley County Council meeting minutes.

Councilperson Boyd made a motion to approve the minutes for the December 22, 2022 Berkeley County Council meeting. Vice President Gochenour seconded the motion. Councilperson Catlett abstained due to absence. The motion carried.

**5. Council Calendar**

President Whitacre reviewed the Council calendar for the month of January.

**6. Board and Commission Calendar**

President Whitacre reviewed the Board and Commission calendar for the month of January.

**Re: Consent Agenda Approval**

Councilperson Barnhart made a motion to approve the Consent Agenda for the January 5, 2023 Berkeley County Council meeting. Councilperson Catlett seconded the motion. The motion carried unanimously.

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

There was nothing received by the Assessor this week.

**Re: Board Meeting Reports**

Councilperson Boyd reported that he had no meetings to report on.

Councilperson Barnhart reported that he had no meetings to report on.

Vice President Gochenour reported that he attended the Planning Commission meeting where Linda Barnhart was re-elected as President and Tim Lewis was elected as Vice President.

Councilperson Catlett reported that he had no meetings to report on.

President Whitacre reported that he had no meetings to report on.

**Re: Board and Commission Vacancies**

Vice President Gochenour made a motion to appoint Ronald Truit to the Planning Commission for a full term. Councilperson Barnhart seconded the motion. The motion carried unanimously.

**Re: Honorary County Councilperson**

Vice President Gochenour introduced Lochlyn Campbell, a student at South Middle School. Mr. Campbell stated that he enjoyed Science and sports and played Lacrosse and planned to attend Medical School. Vice President Gochenour swore in Mr. Campbell as Honorary County Councilperson and presented him with a certificate.

**Re: Will Lorensen, Fiduciary Supervisor  
Estate Accounts – Month of January**

Will Lorensen, Fiduciary Supervisor appeared before the Council and presented twenty four (24) estate accounts for the month of January.

Vice President Gochenour made a motion to approve the twenty four (24) estate accounts as presented. Councilperson Boyd seconded the motion. The motion carried unanimously.

**Re: Will Lorensen, Fiduciary Supervisor  
Estate Hearings – Estate of Berlie L. Hartman**

Will Lorensen, Fiduciary Supervisor appeared before the Council and presented the estate hearing for Berlie L. Harman requesting to accept the copy of the will in solemn form.

Vice President Gochenour made a motion to accept the copy of the will in solemn form for the estate of Berlie L. Hartman. Councilperson Barnhart seconded the motion. The motion carried unanimously.

**Re: Alan Davis, County Administrator  
County Council Meeting Schedule 2023  
County Council Board Assignments 2023  
WRNR Radio Program Schedule 2023  
TIF's Discussion**

Alan Davis, County Administrator reviewed the County Council Meeting Schedule for 2023. Councilperson Catlett stated that a correction needed to be made to the date April 20, 2023 and stated it should be April 18, 2023.

Vice President Gochenour made a motion to approve the County Council Meeting Schedule for 2023 with the noted changes. Councilperson Catlett seconded the motion. The motion carried unanimously.

Mr. Davis reviewed the County Council board assignments for 2023. The Council selected the boards which they would be the liaison for.

Mr. Davis distributed the dates available for the WRNR radio program. He stated that the Council had the first right of refusal on the spots and the spots that were left open would be filled with Department Heads.

Mr. Davis discussed TIF's with the Council. As the Council discussed it was decided that it would be beneficial to schedule a TIF workshop.

**Re: Executive Session – Litigation and County Council Personnel**

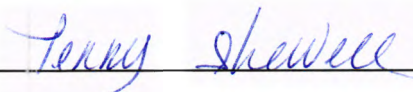
Councilperson Barnhart made a motion to go into executive session at 11:00 AM for litigation and County Council personnel. Vice President Gochenour seconded the motion. The motion carried unanimously.

President Whitacre declared the Council out of executive session at 12:05 PM.

No motions were made during or after executive session.

**Re: Recess**

Councilperson Barnhart made a motion to Recess the January 5, 2023 Berkeley County Council meeting.

Submitted by: 

**Penny Shewell, Office Administrator**