

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

**May 5, 2022**  
**9:30 A.M.**

**Present:**

**Douglas E. Copenhaver, Jr., President**

**James P. Whitacre, Vice President**

**Dan Dulyea, Councilperson**

**James R. Barnhart, Councilperson**

**G. Edgar Gochenour, Councilperson**

**Alan J. Davis, County Administrator**

**Penny Shewell, Office Administrator**

Also Present: Tracie McCormick, Procurement Coordinator; Anthony Delligatti, Legal Director; The Honorable Larry Hess, Assessor; Will Lorensen, Fiduciary Supervisor; Tracey Guilliams, Grants Administrator; Elizabeth Lapchak, Grants Administrator; Tim Czaja, Community Corrections Director

**Re: Call to Order**

President Copenhaver called the May 5, 2022 Berkeley County Council Meeting to Order at 9:35 A.M.

**Re: Items from the Public**

Stephanie Phillips appeared before the Council and thanked people and spoke about a number of items.

**Re: Agenda**

Vice President Whitacre made a motion to approve the Agenda for the May 5, 2022 Berkeley County Council meeting. Councilperson Gochenour second the motion. The motion carried unanimously.

**Re: Consent Agenda**

- 1. Purchase Order Log**
- 2. Internal Budget Revisions**

There were no internal budget revisions to be addressed.

### **3. Changes in Status**

President Copenhaver stated that a new hire recommendation was received from the Honorable Catie Delligatti, Prosecuting Attorney for Elijah Stevens as a summer intern effective May 16, 2022 with an hourly rate of \$20.00.

President Copenhaver stated that new hire recommendations were received from Tim Czaja, Community Corrections Director for Gia Weil as Peer Recovery Coach effective May 9, 2022 with an annual salary of \$37,509 and Dawn Gonzales as a part time drive effective May 12, 2022 with an hourly rate of \$15.50.

President Copenhaver stated that a request was received from the Assessor to remove Tiffany Sanders from payroll effective April 25, 2022.

### **4. Approval of Minutes**

There were no changes to the April 19, 2022 Berkeley County Council meeting minutes.

Councilperson Barnhart made a motion to approve the April 19, 2022 Berkeley County Council meeting minutes. Councilperson Gochenour seconded the motion. President Copenhaver and Councilperson Dulyea abstained due to absence. The motion carried.

There were no changes to the April 21, 2022 Berkeley County Council meeting minutes.

### **5. Council Calendar**

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

### **6. Board and Commission Calendar**

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

### **Re: Consent Agenda Approval**

Councilperson Gochenour made a motion to approve the Consent Agenda for the May 5, 2022 Berkeley County Council meeting. Vice President Whitacre 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 \$918.42.

Councilperson Barnhart made a motion to approve the five (5) personal tax exonerations for reason of office error totaling \$918.42. Councilperson Dulyea seconded the motion. The motion carried unanimously.

**Re: Board Meeting Reports**

Councilperson Barnhart reported that he attended the Telmon board meeting via Zoom where a discussion was held regarding the difficulty in obtaining personnel.

Councilperson Dulyea reported that he had no meetings this week.

Vice President Whitacre reported that he had no meetings this week.

Councilperson Gochenour reported that he attended the Planning Commission meeting where four (4) public hearings were held. He also reported that he attended the Public Service Sewer District and Stormwater Management District meetings where they reported updates on the plant and both working on budgets.

President Copenhaver reported that he had no meetings this week.

**Re: Board and Commission Vacancies**

Councilperson Gochenour requested to have Shawn Wolford scheduled for an interview as a candidate for the 911 Advisory Board.

**Re: Bid Opening – RFP FY2022-23 Grounds Maintenance**

Alan Davis, County Administrator reviewed the RFP for FY2022-23 Grounds Maintenance. He stated that a pre-bid conference was held with one (1) contractor in attendance. He also stated that the RFP was advertised on the county web site and in the Journal with the Certification of Publication present in the bid file and the read ahead.

At 10:00 A.M. President Copenhaver opened the sealed bid as follows:

| <b>Bid #</b> | <b>Vendor</b>                    | <b>Pikese Waterway</b> | <b>Sportsman’s Paradise</b> |
|--------------|----------------------------------|------------------------|-----------------------------|
| Bid # 1      | C& D Property<br>Martinsburg, WV | \$500 per mowing       | \$600 per mowing            |

**Re: Will Lorensen, Fiduciary Supervisor  
Estate Accounts – Month of May  
Estate Hearings to be Scheduled**

Will Lorensen, Fiduciary Supervisor appeared before the Council and presented ninety four (94) estate accounts for the month of May.

Vice President Whitacre made a motion to approve the ninety four (94) estate accounts as listed in the read ahead. Councilperson Barnhart seconded the motion. The motion carried unanimously.

The Council scheduled an estate hearing for the Estate of Elizabeth Washington for May 12, 2022 at 10:05 A.M.

**Re: Pastor Nathaniel Wright, Berkeley County Ministerial Association  
Proclamation National Day of Prayer**

Pastor Nathaniel Wright from the Berkeley County Ministerial Association appeared before the Council and presented and read a Proclamation for the National Day of Prayer.

Vice President Whitacre made a motion to adopt the Proclamation for the National Day of Prayer. Councilperson Gochenour seconded the motion. The motion carried unanimously.

**Re: Tracey Guilliams, Grants Administrator  
DHS Targeted Violence and Terrorism Prevention Grant Program  
MOU Mountaineer Behavioral Health, PLLC  
MOU Eastridge Health Systems**

Tracey Guilliams, Grants Administrator appeared before the Council and reviewed the DHS Targeted Violence and Terrorism Prevention Grant Program. She stated that she was applying for \$450,210.68 and no match was required and reviewed what the grant will cover.

Councilperson Barnhart made a motion to approve to apply for the DHS Targeted Violence and Terrorism Prevention grant. Councilperson Dulyea seconded the motion. The motion carried unanimously.

Mrs. Guilliams reviewed the MOU with Mountaineer Behavioral Health, PLLC.

Councilperson Dulyea made a motion to approve the MOU with Mountaineer Behavioral Health, PLLC and authorize the President to sign. Councilperson Gochenour seconded the motion. The motion carried unanimously.

Mrs. Guilliams reviewed the MOU with Eastridge Health Systems.

Councilperson Gochenour made a motion to approve the MOU with Eastridge Health Systems and authorize the President to sign. Councilperson Dulyea seconded the motion. The motion carried unanimously.

**Re: Board and Commission Interview  
Andre Henderson – Candidate – Criminal Justice Board**

Andre Henderson appeared before the Council and was interviewed as a candidate for the Criminal Justice Board.

**Re: Board and Commission Interview  
Hunter O-Neal – Candidate – CVB, Library, Parks & Rec or Home Consortium**

Hunter O-Neal appeared before the Council and was interviewed as a candidate for the CVB, Library, Parks & Rec or Home Consortium.

**Re: Alan Davis, County Administrator  
State Budget Revision # 11 Fund 001  
Discussion Capital Projects  
Bid Award Recommendation Demolition of 126 W. King Street**

Alan Davis, County Administrator reviewed State Budget Revision # 11 for Fund 001. Councilperson Dulyea made a motion to approve State Budget Revision # 11 for Fund 001 as presented by Mr. Davis. Vice President Whitacre seconded the motion. The motion carried unanimously.

Mr. Davis reviewed a list of capital projects eligible for ARPA funding. A discussion followed by the Council and will be revisited in the next two weeks.

Mr. Davis reviewed the RFP for the demolition of 126 W. King Street and the bids received. He recommended that the bid be awarded to Reclaim Company, LLC in the low bid amount of \$90,880.02.

Councilperson Gochenour made a motion to award the bid for the demolition of 126 W. King Street to Reclaim Company, LLC in the low bid amount of \$90,880.02. Councilperson Dulyea seconded the motion. The motion carried unanimously.

**Re: Executive Session – Economic Development**

Councilperson Barnhart made a motion to go into executive session for economic development at 11:43 P.M. Councilperson Dulyea seconded the motion. The motion carried unanimously.

President Copenhaver declared the Council out of executive session at 12:15 P.M.

There were no motions made during or after executive session.

**Re: Recess**

Councilperson Barnhart made a motion to Recess the May 5, 2022 Berkeley County Council meeting.

Submitted by: Penny Shewell

**Penny Shewell, Office Administrator**