

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

July 6, 2023
9:30 A.M.

Present:

James P. Whitacre, President
G. Edgar Gochenour, Vice President
James R. Barnhart, Commissioner
H. D. Boyd, Commissioner
R. Stephen Catlett, Commissioner
Gary A. Wine, County Administrator
Penny Shewell, Office Administrator

Also Present: Tracie McCormick, Procurement Coordinator; Anthony Delligatti, Legal Director; Will Lorensen, Fiduciary Supervisor

Re: Call to Order

President Whitacre called the July 6, 2023 Berkeley County Commission meeting to Order at 9:35 A.M.

Re: Items from the Public

Al Benjamin, retired NY Firefighter appeared before the Commission and spoke about nepotism for Firefighters in Berkeley County and how he believes it should be seen as tradition.

Re: Agenda

Vice President Gochenour made a motion to approve the Agenda for the July 6, 2023 Berkeley County Commission meeting. Commissioner Catlett 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

President Whitacre stated that a change in status was received from Randy Lilly, Emergency Services Manager for Tommy Newcomb, Firefighter IV and Daniel Petry, Firefighter, IV for step increases due to years of service effective July 1, 2023 with annual salary changes from \$70,050 to \$72,150.

4. Approval of Minutes

There were no changes to the June 22, 2023 Berkeley County Council meeting minutes.

5. Commission Calendar

President Whitacre reviewed the Commission calendar for the month of July.

Penny Shewell, Office Administrator reminded the Commission their meeting on July 27, 2023 would begin at 8:30 rather than 9:30 due to CMC Groundbreaking ceremony.

6. Board and Commission Calendar

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

Commissioner Barnhart reminded the Commission they have a public hearing for the Subdivision Regulations on July 13th at 11:00 AM and 6:00 P.M.

Re: Consent Agenda Approval

Commissioner Catlett made a motion to approve the Consent Agenda for the July 6, 2023 Berkeley County Commission meeting. Commissioner Boyd 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 Assessor's Office had nothing to present this week.

Re: Board Meeting Reports

Commissioner Boyd reported that he attended the CVB meeting where grants were awarded to agencies. He also stated that spots were still available for the Cannon Valley Government conference.

Commissioner Barnhart reported that he along with Commissioner Catlett attended the Wandering WV Waterways sponsored by Region 8, Region 9 and LGAC held in Berkeley Springs, WV with a walking tour of stormwater issues.

Commissioner Catlett reported that he attended the Wandering WV Waterways with Commissioner Barnhart in the Town of Bath. He also reported that he attended the Ambulance Authority meeting where it was business as usual other than having issues with getting new ambulances here. Commissioner Catlett reported that he attended the Public Service Sewer District and Stormwater Management District board meetings.

Anthony Delligatti, Legal Director stated that the MOU's are still being worked on by Steptoe and Johnson.

Vice President Gochenour reported that the Planning Commission meeting was rescheduled to July 17 due to the holiday. He also recognized the passing of long time EMS employee Donald Scheuch.

President Whitacre reported that he attended the Independence Day celebration at the Airport.

Commissioner Boyd suggested that direct emails be sent out next year for the Independence Day celebration to gain more exposure and thanked CMC for their sponsorship.

Re: Board and Commission Vacancies

Commissioner Boyd made a motion to appoint the following to the Museum board:

1 Year Term

Ronnie Good; Robert Mahaffey and Matthew Howard

2 Year Term

Helen Harris; Richard Trenary; Donald Silvius; Keith Hammersla; Jodi Williams-Price and Carol Appenzellar

Vice President Gochenour seconded the motion. A discussion followed by the Commission and they requested Mr. Delligatti to amend to Order for the museum board to be a ten (10) member board and present to the Commission next week.

Vice President Gochenour made a motion to rescind the original motion. Commissioner Barnhart seconded the motion. The motion carried unanimously.

**Re: Commissioner Issues – Commissioner Catlett
Approval of \$75,000 Additional Allocation for Parks & Recreation
Capital Improvements at Rooney Park**

Commissioner Catlett requested to have an additional allocation of \$75,000 earmarked for Berkeley County Parks and Recreation for playground equipment for Rooney Park for capital improvements.

Commissioner Catlett made a motion to allocate \$75,000 for Berkeley County Parks and Recreation for playground equipment for Rooney Park. Vice President Gochenour seconded the motion. The motion carried unanimously.

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

Will Lorensen, Fiduciary Supervisor appeared before the Commission and presented twenty six (26) estate accounts for the month of July.

Commissioner Barnhart made a motion to approve the twenty six (26) estate accounts for the month of July. Commissioner Boyd seconded the motion. The motion carried unanimously.

Mr. Lorensen had no estate hearings to be scheduled.

**Re: Will Lorensen, Fiduciary Supervisor
Estate of Helene Brill**

Will Lorensen, Fiduciary Supervisor appeared before the Commission and reviewed the history of the estate of Helene Brill requesting the Commission to probate the copy of the will in solemn form.

Vice President Gochenour made a motion to probate the copy of the will in solemn form for the estate of Helene Brill. Commissioner Boyd seconded the motion. The motion carried unanimously.

**Re: Will Lorensen, Fiduciary Supervisor
Estate Hearing – Estate of Irene C. Smith**

Will Lorensen, Fiduciary Supervisor appeared before the Commission and reviewed the history of the estate of Irene C. Smith.

Vice President Gochenour made a motion to remove Tosah Lynn Greenfield as the co-executor of the estate of Irene C. Smith. Commissioner Catlett seconded the motion. The motion carried unanimously.

**Re: Will Lorensen, Fiduciary Supervisor
Estate Hearing – Estate of Norman I. Gerber**

Will Lorensen, Fiduciary Supervisor appeared before the Commission and reviewed the history of the estate of Norman I. Gerber requesting to probate the will in solemn form.

Vice President Gochenour made a motion to probate the will in solemn form for the estate of Norman I. Gerber. Commissioner Boyd seconded the motion. The motion carried unanimously.

**Re: Tracey Guilliams, Grants Administrator
Acceptance of WV Justice Reinvestment Grant**

Tracey Guilliams, Grants Administrator appeared before the Commission requesting the Commission to accept the WV Justice Reinvestment Grant.

Commissioner Barnhart made a motion to accept the WV Justice Reinvestment Grant. Commissioner Catlett seconded the motion. The motion carried unanimously.

Commissioner Barnhart made a motion to adopt the Resolution for the WV Justice Reinvestment Grant. Commissioner Boyd seconded the motion. The motion carried unanimously.

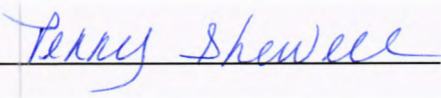
**Re: Board and Commission Interview
Becky Linton – Candidate – Senior Services Board**

Becky Linton appeared before the Commission and was interviewed as a candidate for the Senior Services board.

Commissioner Catlett made a motion to appoint Becky Linton to the Senior Services board for a full term. Vice President Gochenour seconded the motion. The motion carried unanimously.

Re: Recess

Commissioner Barnhart made a motion to Recess the July 6, 2023 Berkeley County Commission meeting.

Submitted by: 

Penny Shewell, Office Administrator