

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

July 27, 2023
8:30 A.M.

Present:

James P. Whitacre, President

G. Edgar Gochenour, Vice Present

H. D. Boyd, Commissioner

Penny Shewell, Office Administrator

Commissioner Barnhart, Commissioner Barnhart and County Administrator Gary A. Wine were not present for the meeting.

Also Present: Jeff Mauzy, Deputy Legal Director; Tracie McCormick, Procurement Coordinator

Re: Call to Order

President Whitacre called the July 27, 2023 Berkeley County Commission Meeting to Order at 8:35 A.M.

Re: Items from the Public

There were no items from the public.

Re: Agenda

Vice President Gochenour made a motion to approve the Agenda for the July 27, 2023 Berkeley County Commission meeting. Commissioner Boyd 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 new hire recommendation was received from Penny Shewell, Office Administrator for April Cassady as a Grants Coordinator effective August 14, 2023 with an annual salary of \$47,000.

President Whitacre stated that a new hire recommendation was received from the Honorable Larry Hess, Assessor for Kyleigh Bryant as summer help effective July 19, 2023 with an hourly rate of \$10.00.

President Whitacre stated that a new hire recommendation was received from the Honorable Sheriff Nathan Harmon for Nicholette Leigh Kimble as a part time Animal Control Officer effective July 31, 2023 with an hourly rate of \$17.82.

President Whitacre stated that a change in status was received from Randy Lilly, Emergency Management Director for Zack Younker who is receiving a step increase for one (1) year of service effective August 1, 2023 with a salary change from \$54,227 to \$56,005.

President Whitacre stated that changes in status were received from the Honorable Sheriff Nathan Harmon for Adam Leonard to be promoted to Corporal effective May 15, 2023 with a salary increase from \$65,802 to \$69,045; Thomas Funk to be promoted to Sergeant effective May 15, 2023 with a salary increase from \$73,248 to \$79,268 and Nelson Schoppert to be promoted to Lieutenant effective May 15, 2023 with a salary increase from \$79,268 to \$84,443.

President Whitacre stated that a change in status was received from Jennifer Swisher, Emergency Communications Director for Carolyn Smith who is receiving a step increase effective July 24, 2023 with a salary increase from \$63,061 to \$64,322.

4. Approval of Minutes

There were no changes to the July 13, 2023 Berkeley County Commission meeting minutes.

5. Commission Calendar

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

Mrs. Shewell reminded the Commission that the Youth Fair event was scheduled for August 6 - 12 this year if any of the Commission wanted to get on the calendar for the Commission booth.

6. Board and Commission Calendar

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

Mrs. Shewell stated that per Mrs. McCormick the Ambulance Authority meeting was cancelled tonight.

7. Cancelled Check Request – County Clerk’s Finance Office

Re: Consent Agenda Approval

Commissioner Boyd made a motion to approve the Consent Agenda for the July 27, 2023 Berkeley County Commission meeting. Vice President Gochenour 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 Commission and presented five (5) personal tax exonerations for reason of taxpayer error totaling \$364.15.

Vice President Gochenour made a motion to approve the five (5) personal tax exonerations for reason of tax payer error totaling \$364.15. Commissioner Boyd seconded the motion. The motion failed with a vote of zero to three.

Mr. Hess presented eight (8) personal property tax exonerations for reason of office error totaling \$679.68.

Vice President Gochenour made a motion to approve the eight (8) personal tax exonerations for reason of office error totaling \$679.68. Commissioner Boyd seconded the motion. The motion carried unanimously.

Mr. Hess presented twenty (20) real estate exonerations for reason of office error totaling \$2,448.35.

Vice President Gochenour made a motion to approve the twenty (20) real estate exonerations for reason of office error totaling \$2,448.35. Commissioner Boyd seconded the motion. The motion carried unanimously.

Mr. Hess presented three (3) Apportionment of Assessment of Taxes per Final Divorce Order.

Vice President Gochenour made a motion to approve the three (3) Apportionments of Taxes per Final Divorce Order. Commissioner Boyd seconded the motion. The motion carried unanimously.

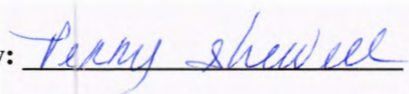
Mr. Hess presented two (2) applications for Consolidation of Properties applications.

Commissioner Boyd made a motion to approve the two (2) Consolidation of Properties applications. Vice President Gochenour seconded the motion. The motion carried unanimously.

Vice President Gochenour thanked Mr. Hess for appearing on the WRNR radio program with him to help explain the taxes to the citizens.

Re: Recess

Commissioner Boyd made a motion to Recess the July 27, 2023 Berkeley County Commission meeting.

Submitted by: 

Penny Shewell, Office Administrator