

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

March 10, 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: Anthony Delligatti, Legal Director, The Honorable Larry Hess, Assessor; Tracey Guilliams, Grants Administrator; Jack Laing, Facilities Director; Donald Trenary, Facilities; Doug Smith, County Engineer; Brian Ross, Engineering Director; Tim Czaja, Community Corrections Director; The Honorable Elaine Mauck, County Clerk, Marcia Noll, County Clerk's Office

Re: Call to Order

President Copenhaver called the March 10, 2022 Berkeley County Council Meeting to Order at 9:35 A.M.

Re: Items from the Public

There were no items from the public.

Re: Agenda

Councilperson Gochenour made a motion to approve the Agenda for the March 10, 2022 Berkeley County Council meeting. Councilperson Dulyea 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 Copenhaver stated that a change in status was received from Brian Ross, Community Development Director for Nathan Emery as a Planner I. He stated that this would be a lateral transfer from Voter’s Registration to the Planning Department effective March 28, 2022 with no change in salary.

President Copenhaver stated that a change in status was received from the Honorable Elaine Mauck, County Clerk for Kaitlin Davis to be promoted from Clerk to Supervisor of Voter’s effective March 7, 2022 with a salary change from \$32,000 to \$47,000.

President Copenhaver stated that a letter of retirement was received from the Extension Office from Cecily Fritz effective March 31, 2022.

4. Approval of Minutes

There were no changes to the February 10, 2022 Berkeley County Council meeting minutes. There were no changes to the February 17, Berkeley County Council meeting minutes, There were no changes to the February 17, 2022 Berkeley County Council Sitting as the Board of Review & Equalization meeting minutes. There were no changes to the February 22, 2022 Berkeley County Council meeting minutes.

Councilperson Barnhart made a motion to approve the February 17, 2022 Berkeley County Council Meeting Sitting as the Board of Review & Equalization meeting minutes. Councilperson Gochenour seconded the motion. Councilperson Dulyea abstained due to absence. The motion carried.

5. Council Calendar

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

6. Board and Commission Calendar

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

**7. Bond Release – BCP File #2107 Tied to 2106-213 & 052-19, Bond #PR2714944
City National Bank – Engineering Department**

8. Cancelled Check Request – County Clerk’s Finance Department

Re: Consent Agenda Approval

Councilperson Gochenour made a motion to approve the Consent Agenda for the March 10, 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\$ \$713.79.

Councilperson Barnhart made a motion to approve the five (5) personal tax exonerations for reason of office error totaling \$713.79. Councilperson Dulyea seconded the motion. The motion carried unanimously.

Re: Board Meeting Reports

Councilperson Barnhart reported that he attended the Region 9 board meeting where Senator Shelly Moore-Capito spoke about Ukraine and other items. He also reported that Scott Forney, Cacapon State Park Superintendent spoke and reports from the staff were presented.

Councilperson Dulyea reported that he attended the Roundhouse Authority meeting where they reported having a lot of vandalism. He stated that Gary Wine has been contacted to connect some wireless cameras. He also reported that he met with DOH regarding the bridge process.

Vice President Whitacre reported that he attended the presentation of a portrait to Civil Air Patrol which will be on display at the FPO Airport.

Councilperson Gochenour reported that he attended the Planning Commission meeting where Public Hearings were held. He also reported that he attended the Historic Landmarks board meeting where they voted to take the easement for Boydville and a discussion was held regarding an MOU with landmarks and Morgan Cabin.

President Copenhaver reported that he attended the Development Authority meeting where they discussed leases on buildings. He reported that cash flow is looking good and they also discussed the middle mile. President Copenhaver reported that he, Alan Davis and Gary Wine met with Senator Captio regarding the last mile and the middle mile and water infrastructure while she was in Morgan County.

Re: Board Vacancies

Councilperson Barnhart made a motion to appoint Michelle Atha to the Solid Waste Authority to fill the unexpired term to expire June 30, 2024. Councilperson Dulyea seconded the motion. The motion carried unanimously.

**Re: Tracey Guilliams, Grants Administrator
Acceptance of HITDA Grant and HITDA AIMS Grant**

Tracey Guilliams, Grants Administrator appeared before the Council and reviewed the HIDTA Grant and the HITDA AIMS Grant and the staffing and other items such as computers the grant would cover stating that his was a zero (0) % grant match. Tim Czaja, Community Corrections Director appeared before the Council and spoke about the extra funding received from HITDA for staff and reminded the Council that he would soon be out of space for that staff.

**Re: Recognition of Employee for Years of Service
Donald Trenary – Facilities Department**

Jack Laing, Facilities Director appeared before the Council and recognized Donald Trenary for ten (10) years of service with Berkeley County and the Facilities Department. The Council presented Mr. Trenary with a certificate and thanked him for his service to Berkeley County.

**Re: Board and Commission Interview
Jason Roach – Candidate – BC Public Service Stormwater District Board**

Jason Roach appeared before the Council and was interviewed as a candidate for the Berkeley County Public Service Stormwater District board.

**Re: Board and Commission Interview
Tammy McDaniel – Candidate – Berkeley County Emergency Ambulance Authority**

Tammy McDaniel appeared before the Council and was interviewed as a candidate for the Berkeley County Emergency Ambulance Authority/

**Re: Board and Commission Interview
James Moffitt – Candidate – BC Emergency Ambulance Authority**

James Moffitt appeared before the Council and was interviewed as a candidate for the Berkeley County Emergency Ambulance Authority board.

**Re: Board and Commission Interview
Todd Alter – Candidate – Building Code Appeals Board**

Todd Alter appeared before the Council and was interviewed as a candidate for the Building Code Appeals board.

Councilperson Dulyea made a motion to appoint Todd Alter to the Building Code Appeals board for a full term. Councilperson Barnhart seconded the motion. The motion carried unanimously/

Councilperson Dulyea made a motion to appoint Todd Alter to the Building Code Advisory Board for a full term. Councilperson Barnhart seconded the motion. The motion carried unanimously.

**Re: Board and Commission Interview
Lynn Leatherman – Candidate – Eastern WV Airport Authority**

Lynn Leatherman appeared before the Council and was interviewed as a candidate for the Eastern WV Airport Authority.

**Re: Sandy Hamilton, Director, Berkeley County Development Authority
Fiber/Broadband Collaboration**

Sandy Hamilton appeared before the Council and discussed a collaboration between the County Council and the Development Authority for fiber/broadband requesting an MOU.

**Re: Crabtree Rohrbaugh & Associates
Dunn Building Master Reuse**

Kevin Whitney, Crabtree, Rohrbaugh & Associates appeared before the Council and reviewed the design plans for the Dunn Building.

Re: Executive Session – County Council Personnel. Real Estate Acquisition, Legal Matters and Economic Development

Councilperson Barnhart made a motion to go into executive session for County Council personnel, real estate acquisition, legal matters and economic development at 12:50 P.M. Councilperson Dulyea seconded the motion. The motion carried unanimously.

President Copenhaver declared the Council out of executive session at 1:19 P.M.

Councilperson Gochenour made a motion to move to approve signing the MOU for the Opioid litigation and give the President the authority to sign. Councilperson Barnhart seconded the motion. The motion carried unanimously.

Councilperson Gochenour made a motion to adopt a resolution to submit intra county distribution to arbitration and authorize the President to sign. Councilperson Barnhart seconded the motion. The motion carried unanimously.

Re: Recess

Councilperson Barnhart made a motion to Recess the March 10, 2022 Berkeley County Council meeting.

Submitted by: Penny Shewell

Penny Shewell, Office Administrator