

Berkeley County Commission Meeting

May 8, 2025

400 W. Stephen Street, Suite 205

9:30 A.M.

Martinsburg, WV 25401

Present:

G. Edgar Gochenour, President

R. Stephen Catlett, Vice President

H. D. Boyd, Commissioner

Gary A. Wine, County Administrator

Penny Shewell, Office Administrator

Commissioner Whitacre and Commissioner Hardy were not present for the meeting.

Also Present: Anthony Delligatti, Legal Director, Tracie McCormick, Procurement Coordinator; Chad Winebrenner, Deputy County Administrator; Randy Lilly, Emergency Management Director; The Honorable Sheriff Rob Blair; Chief Eric Burnett; Captain Brenda Hall; Alexis Worley, Police Social Worker, Sheriff's Department; Brandy Sullivan, Sheriff's Department; Doug Smith, County Engineer; Marica Noll, Chief Deputy, County Clerk's Office; Aleah Tucker, Executive Assistant; Tim Czaja, Community Corrections Director

Re: Call to Order

President Gochenour called the May 8, 2025 Berkeley County Commission Meeting to Order at 9:35 A.M.

Re: Items from the Public

Margaret Kursey from Martinsburg Initiative appeared before the Commission and reviewed the mission of the Martinsburg Initiative and stated that they have Social Workers and Police Social Workers that work closely with the Sheriff's Department and Alexis Worley, Police Social Worker for the Sheriff's Department. She stated that one of their Social Workers was involved in a tragic accident and was shot and killed by her husband who then killed himself in front of their young child in their car in front of the State Police Station. She stated that Alexis Worley from the Sheriff's Department was there to comfort the child and work with their Police Social Worker and wanted to thank her and the Sheriff's Department for their assistance in their tragic loss. Sheriff Blair appeared before the Commission and stated that the credit belonged to Captain Heckman and his team as they had this vision before he took office but was proud of their efforts.

Re: Agenda

Vice President Catlett made a motion to approve the Agenda for the May 8, 2025 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

Gary Wine, County Administrator reviewed the two (2) internal budget revisions received.

3. Changes in Status

President Gochenour stated that a new hire recommendation was received from Tim Czaja, Community Corrections Director for Crystal Landis as an RRC Peer Recovery Coach effective May 19, 2025 with a salary of \$43,135.

4. Approval of Minutes

President Gochenour noted a correction to the May 1, 2025 Berkeley County Commission meeting minutes stating that the presentation by Brian Ross should read 18,000 inspections completed not permits issued.

5. Bond Reduction – Foxtail Mills Lots 1-99 (Grading) BCP #2504-121 tied to #2504-120, #2403-072 & 2408-0037, Bond #7469897 – Engineering Department

6. Bond Reduction – Foxtail Mills Phase 3 (Final) Lost 46-52 & 81-91, BCP #2504-127 tied to #2504-126, #2403-072 & #2501-016, Bond #X1290374-2185-00 – Engineering Department

7. Bond Reduction – Foxtail Mills Phase 1 (Final) Lots 1-16, 31-45 & 92-99, BCP #2504-123 tied to #2504-122, #2403-072 & #2409-274. Bond #LX290343-2185-00 Engineering Department

8. Bond Reduction – The Woods II, Section 20, Phase 2, Lots 41-55 (Grading & Final) BCP #2504-098 tied to 2504-092, #90-04 & 2405-0205, Bond #100856798 – Engineering Department

Re: Consent Agenda Approval

Commissioner Boyd made a motion to approve the Consent Agenda for the May 8, 2025 Berkeley County Commission meeting. Vice President Catlett seconded the motion. The motion carried unanimously.

Re: Correction of Assessment Logs, Apportionment of Assessment Applications, 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 had no meetings this week.

Vice President Catlett reported that he attended the Airport Authority meeting along with the Ambulance Authority to discuss strategic planning and the future of the Ambulance Authority. Vice President Catlett stated that he appreciated the Ambulance Authority board and the staff who responded to over 16,000 calls a year and are working on a \$9 million budget and reported that seven (7) new ambulances will be coming soon. Vice President Catlett reported that he attended the Public Service Sewer District board meeting and reported that projects are going well and the largest project, the Woods should be up and running sometime this month. He also reported that he attended the Stormwater District board meeting where they continue to work on the MS4 permit.

President Gochenour stated that he met with the leadership at the Public Service Water District and they are working on the new 42" line coming out of the existing water plant leading to Bedington Road off of the same line that will be feeding CMC Steel and they are asking for this to be expedited so they can get their equipment commissioned as they continue to build. President Gochenour also reported that he had a meeting with the Development Authority regarding Harold Drive and thanked Vice President Catlett and Commissioner Boyd for their conversations they had with Secretary Rumbaugh in trying to make Harold Drive a priority however no funding will be attached and will be for commercial development only and letters of support will be sent to the Governor and the Department of Highways in support of the project.

Vice President Catlett thanked Richard Dennis for all his support and assisting with getting him meetings scheduled with the Governor regarding the road projects.

Re: Board and Commission Vacancies

Commissioner Boyd made a motion to reappoint Donald Silvius and Richard Trenary to the Museum Commission for full terms. Vice President Catlett seconded the motion. The motion carried unanimously.

Vice President Catlett made a motion to appoint Scott Wilson to the Civil Service Commission for a full term. Commissioner Boyd seconded the motion. The motion carried unanimously.

Vice President Catlett made a motion to appoint Joyce Kees to the Berkeley County Building Commission for a full term. Commissioner Boyd seconded the motion. The motion carried unanimously.

Re: Honorary County Commissioner

Vice President Catlett introduced Maia Fitzwater, a student from South Middle School and Tristen Furr, a student from Mountain Ridge Middle School and sworn them in as Honorary County Commissioners and presented them with certificates. Ms. Fitzwater stated that she was involved in dance and planned to attend Martinsburg High School and then college to get her Nursing degree. Mr. Furr stated that he planned to attend Musselman High School and participate in the ROTC program and join the Airforce.

Re: Bid Opening – RFP Drug Screening Cups 12 Pannel T-Cups

Gary Wine, County Administrator reviewed the RFP for the Drug Screening Cups 12 Pannel T-Cups for the Day Report Center. He stated that the RFP had been posted on the Commission website, social media and advertised in the Martinsburg Journal with the Certification of Publication present in the read ahead.

At 10:00 A.M. President Gochenour opened the sealed bids as follows:

Bid #	Vendor	Bid Total
Bid # 1	Ovus Medial Boynton Beach, FL	\$2.79 per cup \$16,740.00 per quarter Free Shipping
Bid # 2	DLG International Group Irvin, CA	\$4.15 per cup Free Shipping
Bid # 3	TN Scientific Knoxville, TX	\$2.38 Per cup \$35,186 Total \$200.00 Shipping
Bid # 4	DTC Medical Supplies, Inc. Orlando, FL	\$3.25 per cup \$14,500 per quarter Free Shipping
Bid # 5	Preferred Med Supply Raton, FL	\$3.10 per cup \$18,600 per quarter Free Shipping
Bid # 6	TNT Phiebotomy Brewton, AL	\$6.45 per cup \$38,893.64 Total \$193.64 Shipping
Bid # 7	LMSI, LLC Dba Lighthouse Lab Services Charlotte, NC	\$3.97 per cup Shipping Included
Bid # 8	American Screening, LLC Shreveport, LA	\$2.20 per cup Total \$13,200.00 NP Shipping
Bid # 9	Avertest, LLC Glen Allen, VA	\$3.90 per cup Shipping Included
Bid #10	McKesson Medical Henrico, VA	\$3.76 per cup \$22,560 per quarter Shipping Included
Bid # 11	National Test Systems Boco Raton, FL	\$2.70 per cup \$16,200 per quarter Free Shipping
Bid # 12	Redwood Toxicology Santa Rosa, CA	\$1.92 per cup \$0.27 Shipping
Bid # 13	Cadeto, LL Wheeling, WV	\$3.69 per cup \$9.90 case of 100 Shipping
Bid # 14	Medical Distribution Group, Inc. Bradenton, FL	\$3.36 per cup \$20,148.00 Total Free UPS Fed EX Ground Shipping
Bid # 15	Lochness Medical Supplies, Inc. Buffalo, NY	\$3.50 per cup \$21,000.00 for 6,000 cups Free Shipping
Bid # 16	Technical Resource Management LLC Indianapolis, IN	\$3.85 per cup \$4.05 w/shipping \$.20 per cup if order more than 100 at a time shipping
Bid # 17	Firsttrans, LLC Oak Park, IL	\$.01616 per cup \$1,010.00 Total Free Shipping

Bid # 18	Contact Specialist III Fremont, CA	\$3.20 per cup \$3.20 each cup box of 25 Shipping Included
Bid # 19	Pharmatech, Inc. San Deigo, CA	\$4.95 per cup \$29,700 for 6,000 Ground Shipping Included

Re: Randy Lilly, Emergency Services Director
MOU BC Office of Emergency Management and Berkeley-Morgan County Board of Health

Randy Lilly, Emergency Services Director appeared before the Commission and presented an MOU for the Office of Emergency Management and Berkeley-Morgan County Board of Health. Mr. Lilly stated that they have always supported each other, but have never had a formal MOU in place.

Vice President Catlett made a motion to approve the MOU between the Berkeley County Office of Emergency Management and the Berkeley-Morgan Health Department. Commissioner Boyd seconded the motion. The motion carried unanimously.

Re: Caitlin Lipscomb, Mountainheart Community Services
Child Care Provider Appreciation Month

Caitlin Lipscomb from Mountainheart Community Services appeared before the Commission and spoke about how Mountainheart helps to assist with paying for childcare for working parents that qualify and spoke about the program.

Commissioner Boyd made a motion to adopt the Proclamation. Vice President Catlett seconded the motion. The motion carried unanimously.

Re: Allison Ellis, Senior Vice President Frontier Business Development
Mark McKenzie, Chief Engineer, State of WV, Frontier
Frontier Presentation for Berkeley County

Allison Ellis, Senior Vice Present for Frontier Business Development along with Mark McKenzie, Chief Engineer for the State of WV for Frontier, appeared before the Commission and reviewed a powerpoint presentation reviewing this history of the fiber growth in Berkeley County and the MBPS Grant update for Berkeley County. Mr. McKenzie stated that the “Notice to Proceed” on the engineering side with boots on the ground, stating that the underground work has started and should begin to request installation of fiber in July, 2025.

Re: Chad Winebrenner, Deputy County Administrator
Bid Award Group Health Benefits

Chad Winebrenner, Deputy County Administrator, appeared before the Commission and reviewed the bid award for Group Health benefits for FY2025-26. Mr. Winebrenner stated that the Commission approved going to the open market driven by the growing renewal cost presented by Highmark Blue Cross Blue Shield. He further stated that six (6) bids were received and the review committee met several times and selected three (3) provided to make in person presentations with the takeaway from those presentations being to move forward to a self-funded health plan administered through Pareto Health would be the best solution. Mr. Winebrenner stated that the benefits consulting and brokerage services would be provided by One Digital out of their office in Winchester, VA. Mr. Winebrenner further stated that this strategic change is designed to give the county greater control over healthcare costs, improve

transparency into claims utilization, and offer flexibility in how benefits are structured and managed. Mr. Winebrenner stated that if the Commission approves this transition today, we would have just under 60 days to complete the full implementation process in time for the July 1st go live. Mr. Winebrenner reviewed the deductible plans which will remain the same at \$1,500, \$3,000 and replacing the \$9,100 deductible plan with two new HSA plans of \$3,000 and \$6,000 deductibles. He stated in order to streamline implementation we will use an assumptive enrollment model, automatically re-enrolling employees in their current plan unless they chose to make changes; employees who wish to make changes would be supported through a mix of in-person meetings, online tools and new self service enrollment portal with OneDigital and WellNet being on-site during open enrollment to support staff directly. Mr. Winebrenner stated that we are also recommending moving vision and dental coverage to Ameritas, which will be brokered by OneDigital, resulting in immediate cost savings with no adverse network or coverage changes and Group life insurance would remain with the Hartford Group with no changes experienced by the employees.

Vice President Catlett made a motion to move forward and adopt the new Health Care plan. Commissioner Boyd seconded the motion. The motion carried unanimously.

**Re: Gary Wine, County Administrator
Declaration of Surplus Property for LE**

Gary Wine, County Administrator reviewed the Declaration of Surplus Property for the retiring Captain Hall's service weapon,

Commissioner Boyd made a motion to approve the Declaration of Surplus. Vice President Catlett seconded the motion. The motion carried unanimously.

Re: Executive Session – Legal Matters

Vice President Catlett made a motion to go into executive session for legal matters at 11:56 A.M. Commissioner Boyd seconded the motion. The motion carried unanimously.

President Gochenour declared the Commission out of executive session at 12:14 P.M.

There were no motions made during or after executive session.

Re: Recess

Commissioner Boyd made a motion to Recess the May 8, 2025 Berkeley County Commission meeting.



Submitted by: _____

Penny Shewell, Office Administrator

