

Annual Report



2023



MAY 15, 1772

Berkeley County Commission



1772-2022



Berkeley County is West Virginia's second oldest county, and is governed by a five-member County Commission. The five Commissioners are elected to six-year terms of office. The Commission President is the presiding officer of the board at meetings and hearings. Each member of the Berkeley County Commission must be elected from a different Magisterial District of Berkeley County. There are six Magisterial Districts in the County. The Berkeley County Commission was known as the Berkeley County Council from January 1, 2011 until June 30, 2023.

Commission Responsibilities

- Generating revenues to fund the county's capital and operating budgets as well as other county departments and agencies.
- Own and maintain county property.
- Lay and disburse county levies based on assessed property values.
- Providing for the general public health, safety and welfare of Berkeley County residents and visitors.
- Adopting various orders, ordinances and regulations as authorized by the West Virginia Legislature.
- Act as the Board of Review and Equalization to consider appeals of property values for assessment of property values.
- Act as the Board of Canvassers in review of election results and certification of the election.
- Appoint members of County boards, authorities and public service districts.
- Appoint Fiduciary Commissioners to oversee and settle certain estates.

Commission Meetings

Regular meetings of the County Commission are scheduled weekly and are held in the Commission Chambers, 400 W. Stephen St., Suite 205, Martinsburg, WV 25401.

The public can view the sessions of the County Commission in-person and online via multiple social media platforms, including YouTube and Facebook.

Residents can subscribe to receive public meeting notices, agendas and other information at no charge, via email.

Meetings and meeting agendas are published in advance at <https://berkeleywv.org/>

Members of the Berkeley County Commission



Commission President James P. Whitacre is a lifelong resident of Berkeley County and resides in the Martinsburg area. He is a graduate of Martinsburg High School and attended Shepherd University. Jim has worked as a contractor/excavator since 1982. Reelected in 2020, he is currently serving his second, six-year term.

Gochenour also served as the director of the Berkeley County Office of Homeland Security and Emergency Management.



Commission Vice President G. Edgar "Eddie" Gochenour is a lifelong resident of Berkeley County and resides in Gerrardstown. He is a graduate of Musselman High School and attended Shepherd University. Elected in 2020, he is serving his first six-year term. A retired fire chief,



Commissioner James R. Barnhart is a longtime resident of Berkeley County and resides in the Martinsburg area. He is a graduate of Hedgesville High School and West Virginia University. He is retired from the Berkeley County Health Department. Reelected in 2018, he is serving his second, six-year term.

Commissioner H.D. Boyd is a lifelong resident of Berkeley County and resides in Martinsburg. A business owner, H.D. is a graduate of Hedgesville High School and West Virginia University. H.D. served on the Martinsburg City Council from 2014 to 2016. He was elected to an unexpired term on the County Commission in 2022.



Commissioner R. Stephen (Steve) Catlett is a lifelong resident of Berkeley County, and lives in Hedgesville. A graduate of Hedgesville High School and the University of Richmond, Steve retired as executive director of the Martinsburg-Berkeley County Parks & Recreation Board after 45 years of service. He was elected to a six-year term in 2022.

Welcome from Commission President James P. Whitacre



As President of the Berkeley County Commission, I can say with confidence you can be proud of the progress made in Berkeley County over this past year. As outlined in this report, County leaders have made it a priority and have been pushing forward with Quality of Life and Quality of Public Service initiatives in great efforts to include parks and recreation site development and improvement of our county government facilities.

Please, take the time to review this report and we welcome your feedback. Berkeley County continues to be a great place to live and raise your family. As our community grows, we grow with it.

Sincerely,

A handwritten signature in blue ink that reads 'James P. Whitacre'.

James P. Whitacre
Commission President



Budget/Finance

LEVY RATE

-Approved levy rate reduction to \$13.39, down from \$13.81 - for 2023-24 fiscal year that began on July 1, 2023. Rate has been reduced 5.3% in past five years.

2023 TAX LEVY RATES BERKELEY COUNTY, W.VA.				
TAX CLASS - Rural Districts	I	II	III	IV
State Current	.0025	.0050	.0100	
County Current	.1339	.2678	.5356	
School Current	.1940	.3880	.7760	
School Excess Levy	.2250	.4500	.9000	
School Bond	.0765	.1530	.3060	
Total Rural Districts				
Rate Per \$100 Assessment	.6319	1.2638	2.5276	
TAX CLASS - Municipal Districts	I	II	III	IV
Town of Hedgesville				
State, County, School Rate	.6319	1.2638		2.5276
Municipal Rate	.0578	.1156		.2312
Total Town of Hedgesville				
Rate per \$100 Assessment	.6897	1.3794		2.7588
City of Martinsburg				
State, County, School Rate	.6319	1.2638		2.5276
Municipal Rate	.1198	.2396		.4792
Excess Levy	.0525	.1050		.2100
Total City of Martinsburg				
Rate Per \$100 Assessment	.8042	1.6084		3.2168

GRANTS ADMINISTRATION

-Awarded \$1,814,291.55 in grant funding, including awards from West Virginia Department of Arts, Culture & History, Homeland Security (Information Technology, Emergency Management, S.W.A.T., Targeted Violence Terrorism Prevention); Emergency Management Program; West Virginia Record Management and Preservation Board, Byrne Justice Assistance; West Virginia Court Security; Bureau of Justice Assistance Adult Drug Court; Community Corrections; Justice Reinvestment.

County awarded \$1,236,074 in American Rescue Plan Act (ARPA) funding to 12 nonprofits in community that faced economic hardship resulting from or exacerbated by the public health emergency. The Nonprofits are: Apollo Civic Theatre, \$50,000; Baker Heights VFD, \$45,000; Berkeley County Youth Fair, \$115,000; Boys & Girls Club of the Eastern Panhandle, \$85,512; Children's Home Society, \$200,000; Good Samaritan, \$200,000; Main Street Martinsburg, \$85,000; Martinsburg Little League, \$33,500; Martinsburg Public Library, \$134,062; Meals on Wheels, \$28,000; Panhandle Home Health, \$60,000; South Berkeley VFD, \$200,000

-ARPA funds also awarded to Berkeley County-Martinsburg Parks and Recreation: \$350,000 for the Spring Mills Community Park and \$733,260 for Poor House Farm Park expansion, and \$1,000,000 to Berkeley County Public Water District for the Pikeside Water Project.

-Grants Administration attended 122 webinars (184 hours), 52 in-person grant meetings, assisted 12 community agencies with grant technical support and referred 11 grants to local agencies.

COUNTY AUDIT

-Completed Fiscal Year 2022 Audit with **zero** findings.

Government Services

LAW ENFORCEMENT

-Adopted county budget for the 2023-2024 fiscal year that fully funds 67 full-time law enforcement deputies for the Berkeley County Sheriff's Office.

-Awarded \$708,000 grant funding; supporting four additional positions for law enforcement division (COPS Grant); Law Enforcement Mental Health & Wellness Act grant for law enforcement personnel; Homeland Security Grant Program-SWAT special response team equipment and STOP the Bleed. An additional Targeted Violence Terrorism Preservation grant of \$383,563 was jointly awarded to the Sheriff's Office and the Office of Emergency Management.



OFFICE OF EMERGENCY MANAGEMENT



-Awarded \$126,250 for Homeland Security Grant Program, Emergency Management Planning Grant-Cost with Homeland Security, State Emergency Response Commission/Local Emergency Planning Committee Grant- Promotional Material.

-Berkeley County Fire is the designated Region III West Virginia Hazardous Materials Regional Response Team. The team is comprised of firefighters trained to handle hazardous material-involved incidents, providing services to seven eastern West Virginia counties.

BERKELEY COUNTY FIRE



-Funding allocated for 22 paid firefighters stationed with the five

volunteer fire companies of



Berkeley County: Back Creek Valley Volunteer Fire Co., Baker Heights Volunteer Fire Department, Bedington Volunteer Fire Department, Hedgesville Volunteer Fire Co. and South Berkeley Volunteer Fire Company.

-Collaborated with Berkeley County Fire Service Board with substantial completion of new main station for Baker Heights VFD.



OFFICE OF EMERGENCY COMMUNICATIONS

-The Berkeley County Department of Emergency Communications was awarded "Triple ACE" Accreditation by The International Academies of Emergency Dispatch (IAED) as an Accredited Center of Excellence (ACE) for Emergency, Medical, Fire and Police dispatching – becoming the first agency in West Virginia, and only the 22nd in the World to achieve the elite status. The Department of Emergency Communications is the primary answering point for 911 calls requesting emergency assistance from residents and visitors of Berkeley County. The department's emergency communicators answer more than 135,000 emergency and non-emergency calls annually.



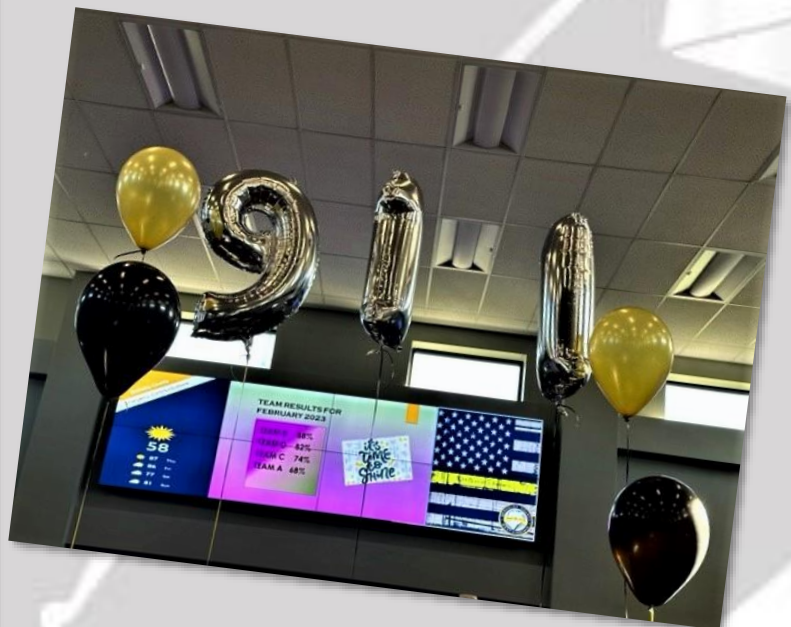
Department of Emergency Communications

129,490
Population of
Berkeley
County



78,879
Dispatched
calls for EMS,
Fire & Law
Enforcement
185,787
Total Calls

Call Data for
July 1, 2022-
June 30, 2023

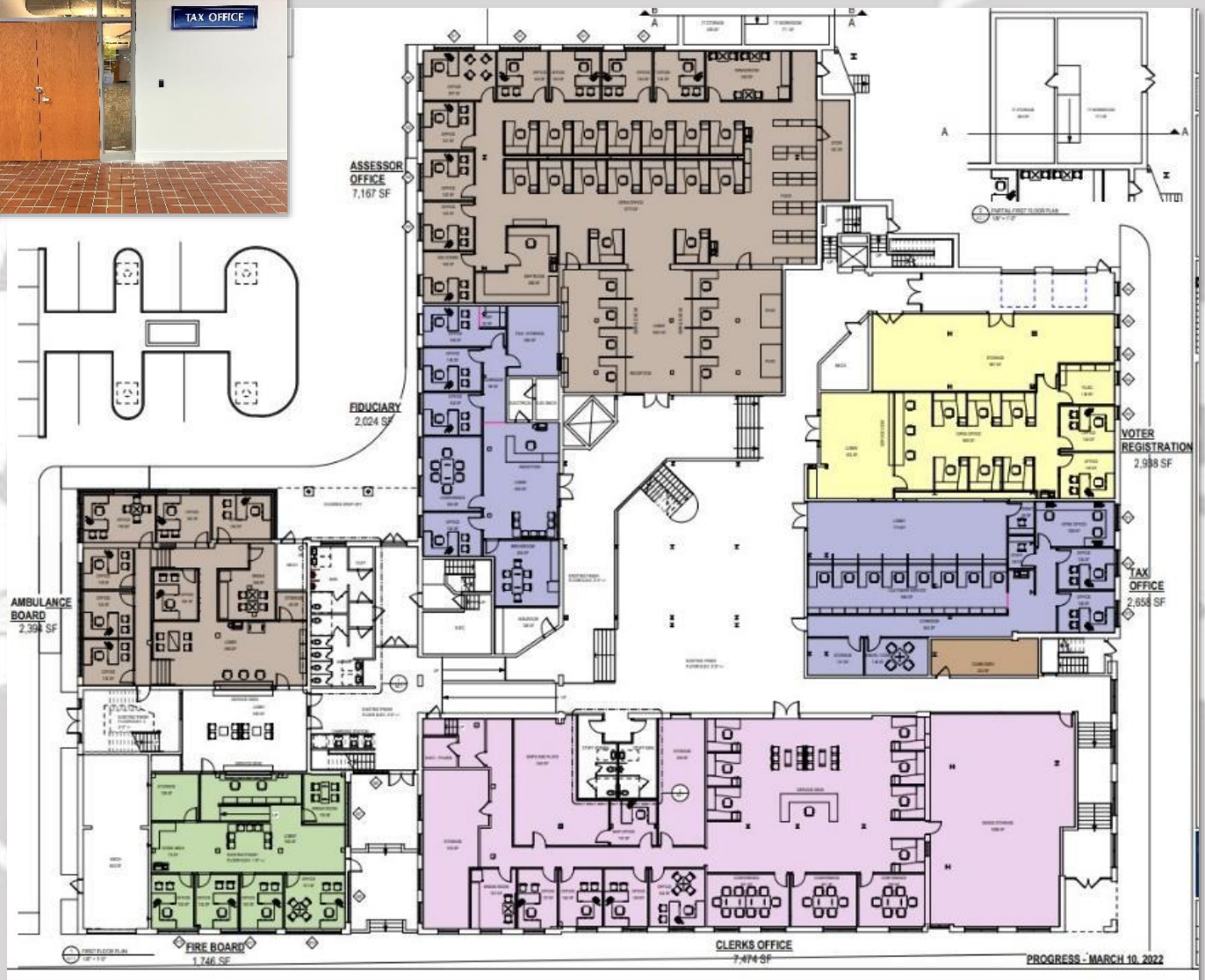


COUNTY COURTHOUSE – ADMINISTRATION ANNEX

-Brechbill & Helman awarded \$8,969,000 contract for 600-square-foot building addition and renovation of 42,000 square feet to improve day-to-day accessibility to various government-supported services. WVU Extension office relocated from Third Floor to newly renovated space in Berkeley County annex at 750 Baltimore Street, Suite 102, Martinsburg in March 2023.

-Berkeley County Sheriff's Tax office relocated to First Floor in June 2023.

Background: Renovations to provide space for remaining divisions of Berkeley County Clerk's Office to relocate from 100 W. King St., completing county government consolidation plan.



COUNTY COURTHOUSE – JUDICIAL CENTER



Roadside Litter Program *at a Glance*

	2022	Total (Since June 1 2018)
Litter Pickup (bags)	1,248	9,842
Other/Bulky Items	605	6,549
Miles	86.5	1,189

- Armory established in facility for Court Marshal munitions, weapons and related maintenance. Two additional deputy court marshals with appointment of sixth Magistrate judge in July 2022. Creation of Transportation Division launched in 1st Quarter of 2023 in partnership with Berkeley County Sheriff's Office to enhance law enforcement patrol capacity.
- HVAC system replacement/enhancement projects initiated. Designated approximately \$7 million in American Rescue Plan Act funds for Judicial Center and Berkeley County Sheriff's Department projects.
- Installed new courtroom seals in coordination with the Berkeley County Office of Strategic Planning & Communications as part of signage project.
- Designated \$1.7 million for expansion of the Judicial Center.

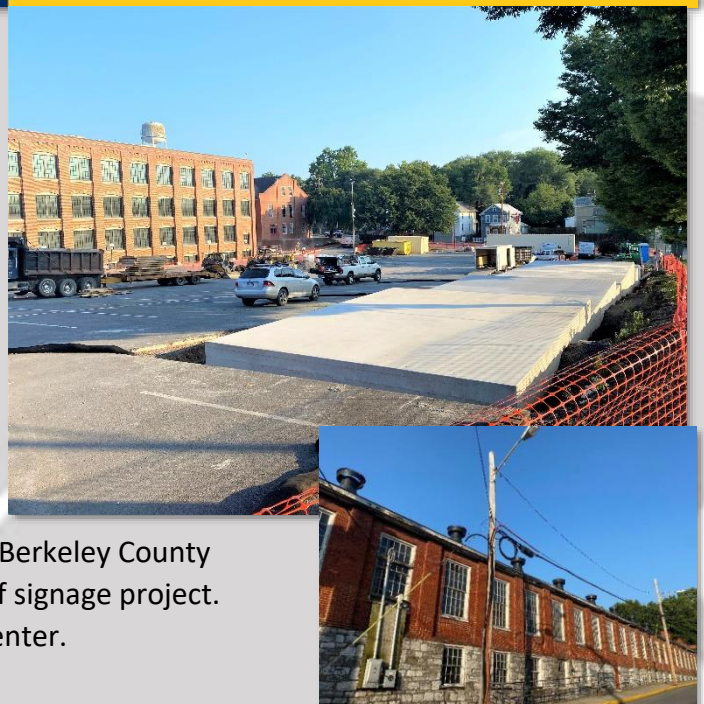
Judicial Center 2022 Activity Report

Facility Visitors: 116, 225
Court Proceedings: 17,338
Inmate Transports to Facility: 3,084

Office of Community Service

Assigned Participants: 410
Community Service Completions: 263
Community Service Hours: 12,453
Incarceration Cost Avoidance: \$1,266,868

Source: Office of the Chief Court Marshal



COMMUNITY CORRECTIONS – DAY REPORT CENTER



Recovery. Lives. Here.

Day Report Center

19,789 - Drug Screens

75 - Graduates

Recovery Services

Quick Response Team

345 - Doors Knocked

137 - Overdose Survivors Reached

90 - Families Reached

45% - Survivors Accepted Services

Juvenile Opioid Treatment and Intervention Prevention

8 - Berkeley County public schools received Substance Abuse Prevention curriculum from staff

3,547 - Total Students Engaged

Home Confinement

\$2,303,398 - Incarceration Cost Avoidance

-Awarded \$4,472,551 contract to Waynesboro Construction Co., for 19,175 square-foot addition and 400 square feet of renovations in April 2023.

COUNTY COURTHOUSE - FACILITIES ANNEX (GARAGE, RECORDS ARCHIVE & WVU EXTENSION)

- Roof of Courthouse Annex at 750 Baltimore Street replaced by Black Stone Roofing of Winchester, Va.
- WVU Extension moved into renovated space (Suite 102, 750 Baltimore Street), in March 2023. Agency affiliated with West Virginia University previously located on Third Floor of Administration Annex at 400 West Stephen Street.
- Purchased in September 2015 for \$250,000, Annex also houses the County Garage for vehicle maintenance and County record storage.



Quality of Life/Parks & Recreation Projects

INWOOD PARK

-Civil & Environmental Consultants Inc. (CEC) produced conceptual design for new Inwood Park. Firm was retained in July 2022 by Berkeley County to survey, map and develop master plan and manage park project. Acreage for park near Musselman High School was purchased in August 2021 for \$344,905.



FROG HOLLOW-WV 9 BIKE PATH CONNECTOR TRAIL

-CEC retained for design and engineering services for the extension of the WV 9 Bike Path project. More than ¾ mile in length, the Connector trail is to be constructed from the terminus of the WV 9 Bike Path near the Eastern Regional Jail & Corrections Facility, following Hack Wilson Way corridor to the Frog Hollow Recreational Trail along South Queen Street. Intergovernmental agreement entered between Berkeley County Commission and City of Martinsburg in March 2022 to provide for collaborative design and engineering of trail connections.

POOR HOUSE FARM PARK

- Completed purchase of additional 70 acres adjacent to Poor House Farm Park for more recreational development.
- Constructed two miles of recreation trails.
- Design completed for Nature-based playground, featuring 20-foot Jungle Dome, zip lines and other features.
- Planted over 40 trees in collaboration with the Potomac Valley Audubon Society, FedEx and the Berkeley County 250th Commemoration Steering Committee Legacy Project.
- Master Plan for park adopted in December 2022 by Martinsburg-Berkeley County Parks & Recreation Board.



NORTH BERKELEY RECREATION AREA PROJECT

-Finalized master plan for area formerly known as the Sportsman's Paradise subdivision. Plan envisions multiple sites for tent, platform and Yurt camping and support facilities, including camp store, restrooms and showers.



SPRING MILLS COMMUNITY PARK

-Berkeley County governing body released \$350,000 in American Rescue Plan Act (ARPA) funding for development and design of 10-acre Community Park in Spring Mills. Design and funding for project finalized with fundraising of more than \$140,000 in private gifts and in-kind donations.



History & Heritage Preservation

REGIONAL MUSEUM



Awarded roof replacement bid for future museum building at 110 W. King St., for 30-year roof to Black Stone Roofing LLC (\$124,000). Grant funds (up to \$70,000) awarded by West Virginia Department of Arts, Culture & History for one-half of project cost.

-Demolition of bank building annex at 126 W King Street completed for museum parking area by Reclaim Company LLC of Fairmont, W.Va.

-Application for placement of 110 West King Street on National Register of Historic Places submitted by Office of Strategic Planning and Communications. Approved to West Virginia Archives & History Commission and submitted to Department of the Interior for review.

APOLLO CIVIC THEATRE

-Governing body approved \$245,000 allocation in October 2022 to the Apollo Civic Theatre for restoration of marquee to the historic theater in downtown Martinsburg. The theater's previous marquee was lost during a severe thunderstorm in 1987.



BERKELEYWV250 LEGACY INITIATIVE

Commemoration Art Exhibit:

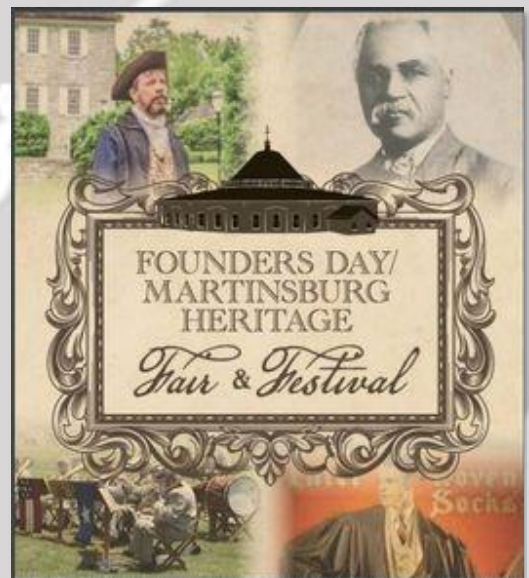
Produced the “Interwoven Mills: Past, Present & Future” art exhibit in collaboration with Monument Companies and Martinsburg-Berkeley County Convention & Visitors Bureau and Martinsburg Public Library, the Berkeley County 250th Commemoration Steering Committee. Exhibit features artifacts from Martinsburg plant that once was world’s largest producer of men’s socks. Redevelopment of the complex is underway to create 5,000-square feet of new commercial space and more than 380 market rate residential units in Martinsburg’s historic urban core.



Commemoration Garden: Designed and planted Legacy garden on the County government campus (400 block of South Raleigh Street in collaboration with Berkeley County Council of Garden Clubs and Berkeley County Office of Community Service.

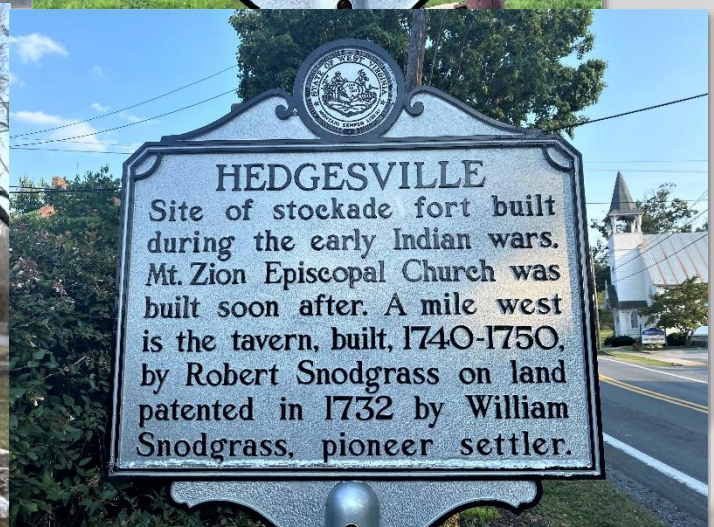
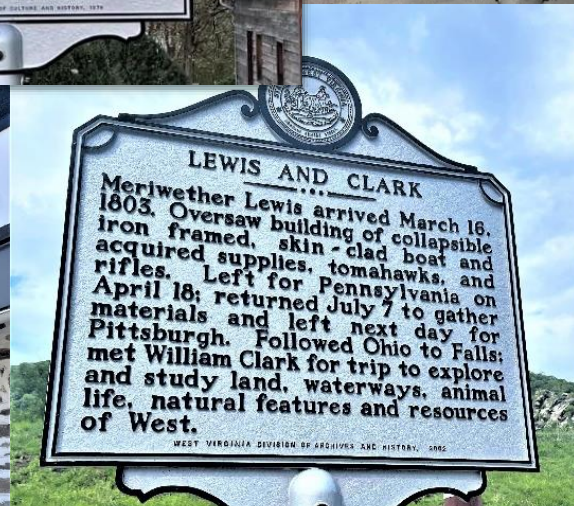
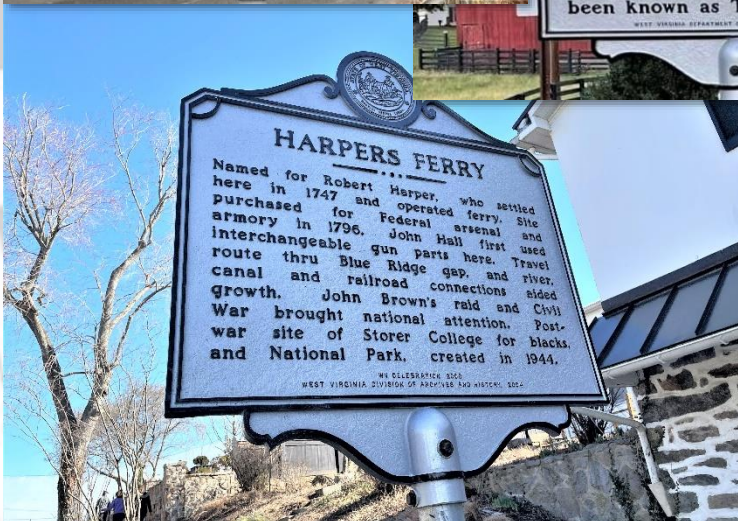
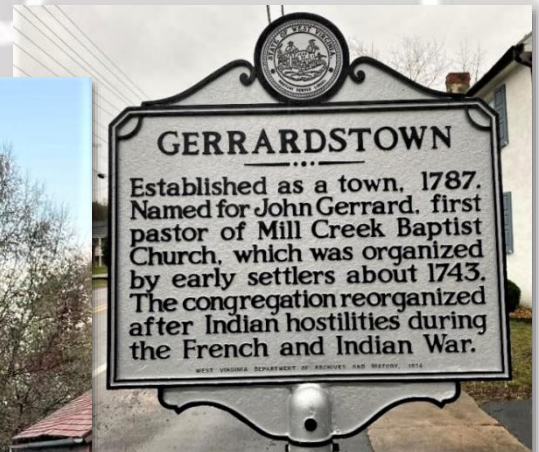
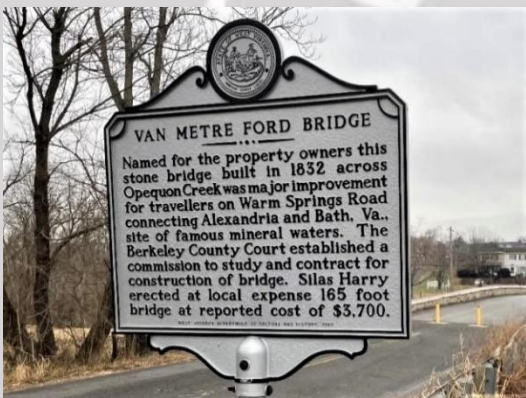
BerkeleyWV250 Park Commemoration: Selected public parks for placement of BerkeleyWV250 Legacy bench.

History Mural: “Roots and Horizons: Celebrating Berkeley County’s Journey” – Collaborated with Berkeley County 250th Commemoration Steering Committee, MRB Foundation and artist Lea Craigie-Marshall to design seven-panel Legacy history mural, which spotlights industry, arts and achievement in history of Berkeley County.



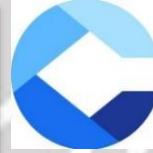
Highway Historical Marker Refurbishment: Restoration of several Highway Historical Markers completed across Berkeley County in collaboration with the West Virginia Department of Arts, Culture and History Curator Randall Reid-Smith and staff as part of Berkeley County 250th Commemoration. Additional marker refurbishment is ongoing.

-Identified opportunity for placement of two new markers recognizing C.H. Musselman Co., Inwood Park and Major League Baseball Hall of Famer Hack Wilson and the Martinsburg Blue Sox of the Blue Ridge League.



ECONOMIC DEVELOPMENT

The Clorox Company



-The Clorox Co. officially opened new cat litter manufacturing plant in Tabler Station, south of Martinsburg.

The facility, which manufactures cat litter in a 97,000 square foot facility, created over 100 full-time jobs and was projected \$190 million to the local economy. The company also announced utilization of an additional

450,000 square feet of warehouse space for operations.

Commercial Metals Company



-Dallas-based Commercial Metals Company selected Berkeley County in December 2022 as the



site of its fourth micro mill. The project, budgeted to cost approximately \$450 million net of incentives, is expected to have an annual capacity of 500,000 tons and employ approximately 230 people full-time. The micro mill will be capable of producing various sizes of both straight length and spooled rebar. Operations are projected to begin in late 2025. CMC's investment joins a solar energy production project at the DuPont property and further restores economic activity to a Brownfield site that required hazardous waste cleanup.

-Seven-year Payment in Lieu of Taxes (PILOT) agreement reached with CMC and Berkeley County Commission has provided funds for annual Independence Day/July 4th Celebration at Eastern West Virginia Regional Airport.

The Berkeley County Commission voted to allocate \$100,000 for a July 4 celebration in 2023 at Eastern West Virginia Regional Airport. CMC agreed to make Quality of Life payments - in the form of community event sponsorship - totaling \$992,027.





Approved Commercial Lots July 1, 2022 - June 30, 2023		
Project	Description	Acreage
Arden		
Chem-Pak, Inc.	25,000 sq. ft. addition (phase 1) & 55,000 sq. ft. addition (phase 2)	21
Airport Lots - Bowman Development	120,000 square foot warehouse	11
Smoot's Nursery	Commerical nursery/landscaping business	4.8
Sheetz - Route 45	6,139 sq. ft. Sheetz with drive thru and 1,000 sq. ft. car wash	3.33
Bayer Heritage Federal Credit Union	2,902 sq. ft. bank	1.25
Total		41.38
Falling Waters		
Owen's Self Storage	6,000 square foot self storage faciliti	0.88
Spring Mills Community Park	Community park with walking path and playground	10
2003 Industrial Circle	trailer/equipment stroage	9.47
Overlook at Riverside Apartments II	152 apartment units with dog park, pickle ball courts, pavilion & playground	7.24
Spring Mills Car Sales	commercial used car lot	1.71
Spring Mills PUD Lot 11	Rental property consisting of 11 townhomes	1.67
Trade Center 81	915,420 sq. ft. industrial warehouse	71
Total		101.97
Hedgesville		
109 Tavern Road	1,886 sq. ft. addition onto an existing 3,342 sq. ft. dentist office	0.89
Total		0.89
Mill Creek		
Dunkin Donuts - Inwood	2,051 sq. ft. Dunkin Donuts with 2,000 sq. ft. of retail space	2.58
Butler's Crossing Carwash	4,504 sq. ft. drive-thru car wash with vacuum stalls	1.2
Total		3.78
Opequon		
Panhandle Printing & Design	8,323 sq. ft. building for Panhandle Printing & Design	0.52
Eagle School Road Mini Storage	27,400 sq. ft. self-storage facility	3.57
Total		4.09
County-Wide Total		262.84

BERKELEY COUNTY COMMISSION IN PHOTOS



About Berkeley County

In transition from a rural to suburban area, Berkeley County is comprised of 321 square miles. The current population estimate for the County is 129,490.

Berkeley County was created on May 15, 1772 by an act of the Virginia House of Burgesses from neighboring Frederick County, Virginia. The County was named in honor of Norborne Berkeley, Baron de Botetourt, Royal Governor of Virginia.

Revolutionary War Gen. Adam Stephen, the County's first sheriff, laid out what became the County seat along Tuscarora Creek and named it Martinsburg in honor of his friend, Colonel Thomas Bryan Martin. The current population estimate for Martinsburg is 18,953.

Since the arrival of the earliest colonial settlers in the 1720s, Berkeley County has been at the epicenter of engagement, growth and community.



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Looking for public notices?

Searching for bid opportunities?

Want to come work for Berkeley County?

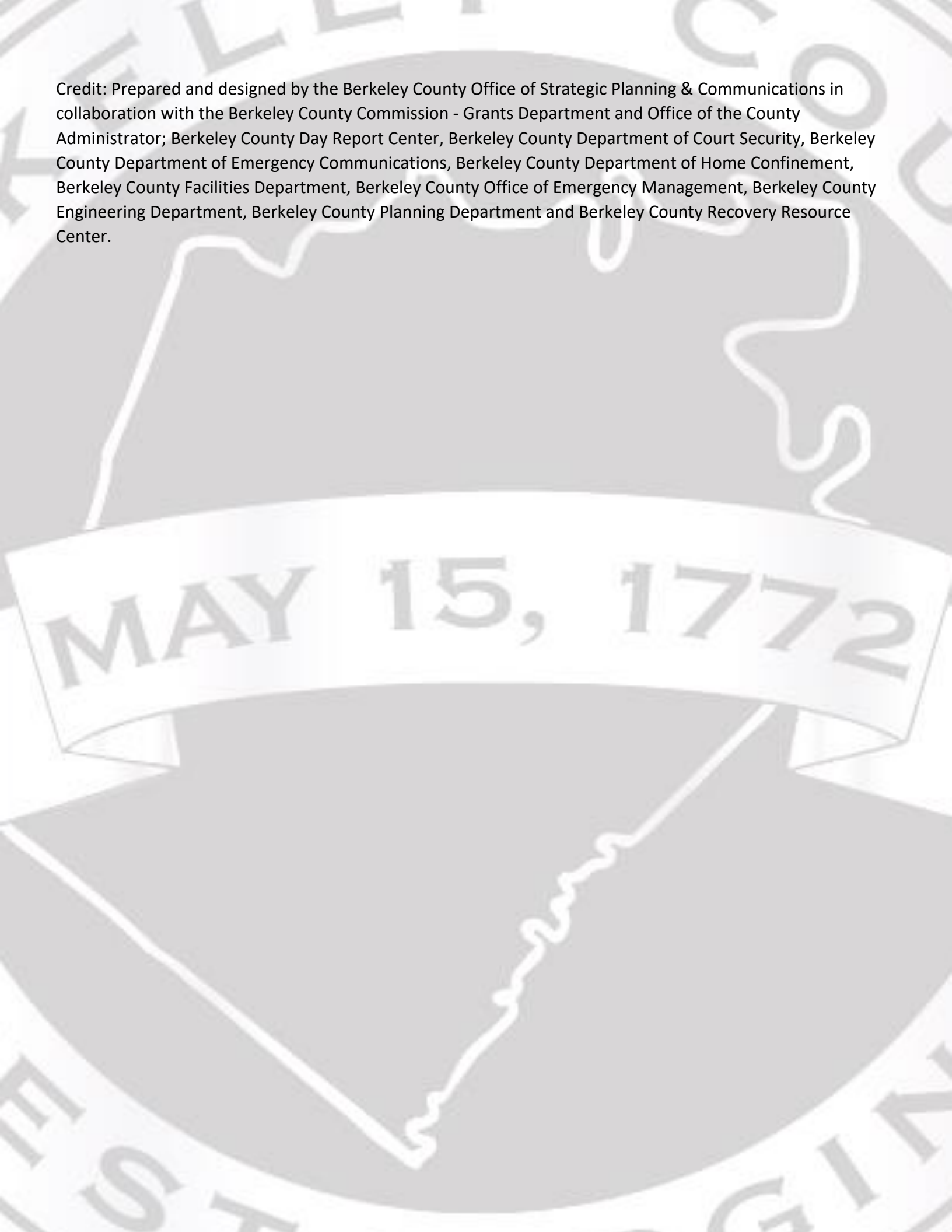
Interested in knowing more about Berkeley County's agencies, boards and commissions?



Scan the QR code below or go to www.berkeleywv.org/list.aspx and subscribe with an email address to receive job recruitment postings, public alerts, meeting notices and more!

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Berkeley County Commission
400 West Stephen Street, Suite 201
Martinsburg, WV 25401
Phone: 304-264-1923 | Fax: 304-267-5049



Credit: Prepared and designed by the Berkeley County Office of Strategic Planning & Communications in collaboration with the Berkeley County Commission - Grants Department and Office of the County Administrator; Berkeley County Day Report Center, Berkeley County Department of Court Security, Berkeley County Department of Emergency Communications, Berkeley County Department of Home Confinement, Berkeley County Facilities Department, Berkeley County Office of Emergency Management, Berkeley County Engineering Department, Berkeley County Planning Department and Berkeley County Recovery Resource Center.