

**City of Martinsburg
City Council
Thursday, June 11, 2026
6:30 PM
J. Oakley Seibert City Council Chambers**

- 1. Call to Order**
- 2. Roll Call**
- 3. Salute to Flag**
- 4. Prayer – Reverend Dr. Rufus Burton, First Presbyterian Church**
- 5. Approval of Minutes**
 - 5.a Approve May 7, 2026, Regular City Council Meeting Minutes
- 6. Approve Administrative and Financial Report**
- 7. Presentations**
 - 7.a Resolution of Appreciation for retiring Firefighter/EMT-Paramedic, Jacob Yates for his 20 years of service to the City of Martinsburg
 - 7.b Proclamation: Pride Month - June 2026
 - 7.c Proclamation: 10th Anniversary of the Martinsburg Farmer's Market
 - 7.d Proclamation: Honoring the 250th Anniversary of the United States of America
- 8. Petitions from Citizens**
- 9. Receive and File Reports—Minutes—Correspondence of The Following:**
 - 9.a Board of Zoning Appeals April 7, 2026, Meeting Minutes
 - 9.b Planning Commission April 1, 2026, Meeting Minutes
 - 9.c Historic Preservation Review Commission April 6, 2026, Meeting Minutes
 - 9.d Shade Tree Commission - February 2026 Meeting Minutes
 - 9.e Berkeley County Roundhouse Authority - March 2026 Meeting Minutes
 - 9.f Martinsburg-Berkeley County Public Library Commission - May 2026 Agenda
 - 9.g Martinsburg-Berkeley County Convention and Visitors Bureau (CVB) - May 2026 Agenda
- 10. Reports of Council as a Whole Committee:**
- 11. Report of Mayor**
 - 11.a Current Open Committee Seats:
 - Board of Zoning Appeals - 1 regular, 1 alternate
 - Housing Authority - 2 vacancy
 - Planning Commission - 1 vacancy
 - Shade Tree Commission - 2 vacancies
 - 11.b Approve/deny appointment of Ben Paulson as a member of the Shade Tree Commission to fill an unexpired term, 5/9/2025-5/9/2028
 - 11.c Approve/deny appointment of Christina Paulson as a member of the Planning Commission to fill an unexpired term, 12/31/2025-12/31/2028
 - 11.d Approve/deny appointment of Mary (Beezie) Kears as a member of the Shade Tree

Commission to fill an unexpired term, 5/9/2024-5/9/2027

11.e Approve/deny appointment of Carter Walburn as a member of the Board of Zoning Appeals to fill an unexpired term, 1/1/2026-1/1/2029

11.f Approve/deny appointment of Roger Shane Miller as a member of the Martinsburg Housing Authority to fill an unexpired term, 5/4/2025-5/4/2030

12. Report of City Attorney

13. Report of City Manager

14. Unfinished Business

15. New Business

15.a Approve/Deny reappointment of Ray Lee as City Recorder, term July 1, 2026, through June 30, 2027

15.b Appoint City Treasurer, June 1, 2026 through June 30, 2027.

15.c Appoint Mayor Pro Tem, June 1, 2026 through June 30, 2027

15.d Approve/Deny reappointment of Judge Buck and alternate Judge Jared Adams, June 1, 2026 through June 30, 2027

15.e Approve/Deny Resolution 2026-06 authorizing General Fund Revision #3 for FY 2025-2026

15.f Approve/Deny Parking Revision #2 for FY 2025-2026

15.g Approve/Deny Fire/EMS Revision #2 for FY 2025-2026

15.h Approve/Deny Police Excess Levy Revision #2 for FY 2025-2026

15.i Approve/Deny Sanitation Revision #2 for FY 2025-2026

15.j Approve/Deny Water and Sewer Fund Budget Revision #1 for FY 2025-2026

15.k Make comment on ABCA Zoning Form for PBB LLC DBA Tilty McFlipperz

15.l Discuss/Take Action regarding Tony M. Music and Arts Foundation's request to waive sign fee to place mural on north facing wall of the Belle Boyd House with support by the Berkeley County Historical Society (\$1,861).

15.m Approve/Deny renewal proposal with WVCorp to provide property and casualty insurance - (\$780,814)

15.n Approve/Deny renewal of City of Martinsburg's Workers' Compensation insurance with Encova - (\$202,730.71)

15.o Approve/Deny Task Order 43 with CEC to provide on-call engineering services through June 30, 2027 (\$9,000 a month)

15.p Approve/Deny Agreement with Tyler Technologies for Municipal Justice Training Proposal - (\$6400 plus travel)

15.q Approve/Deny Agreement with Tyler Technologies for Content Manager and Court Case Resolution Bundle - (\$5,355 + \$105 annual)

15.r Approve/Deny Purchase of 2026 Chevrolet Silverado 1500 for Public Works through COSTARS Cooperative Purchasing Program (\$44,220.15; previously budgeted)

15.s Approve/Deny Purchase of 2025 Chevrolet Silverado 3500 for Public Works through COSTARS Cooperative Purchasing Program (\$66,348.15; previously budgeted)

15.t Approve/Deny Agreement with Harris Enterprise to extract data from existing financial software to import into new financial software. (\$5,000).

16. Executive Session