



CITY OF MARTINSBURG
WEST VIRGINIA

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FROM: City of Martinsburg

DATE: March 16, 2020

COMMENTS: NEWS BRIEF – Operations Updates in Consideration of Coronavirus/COVID-19

In light of the recent Federal Government and State of West Virginia announcements regarding COVID-19, the City of Martinsburg offers our community the following information, to date:

1. The City of Martinsburg Fire Department has developed an informational “Community Guide to Understanding Coronavirus (COVID-19)”. This information is available at www.cityofmartinsburg.org and on the City of Martinsburg Police Department Facebook site. Note that for additional information or questions, the State of West Virginia’s 24/7 hotline number is 1-800-887-4304 and the official website for COVID-19 updates is coronavirus.wv.gov.
2. To make city services as accessible as possible for those avoiding in-person interactions, the City of Martinsburg offers online services including: employment applications, Planning Department applications, City meeting agendas, etc. as well as on-line bill payments. For the safety of the public and city staff, we encourage you to use these on-line services.
3. The City of Martinsburg City Hall remains open for regular business hours at this time. The City encourages members of the public to take advantage of our on-line services to curtail any unnecessary visits to City Hall.
4. The City is allowing additional time to pay any City of Martinsburg bill that is due by March 31, 2020. These bills are now payable by April 6, 2020 without late fees or penalties added.
5. Water and Sewer customer cut-offs for delinquencies have been suspended until further notice.
6. Pursuant to the Order of the Supreme Court of Appeals of West Virginia, the Municipal Court of the City of Martinsburg will be closed until after April 10, 2020. Fines can still be paid to the Municipal Cashier located on the first floor of City Hall during regularly scheduled business hours.
7. The City encourages the public to reach City departments as needed via telephone call at, 304-264-2131 or by emailing to a specific department. A directory of phone numbers and email addresses can be found at www.cityofmartinsburg.org
8. The City of Martinsburg City Council meetings and Boards and Commission meetings remain on schedule at this time. The City will accept written comments or emails from the public pertaining to agenda items of Council or Boards and Commissions in order to alleviate gathering of more than 50 people, per the recent CDC recommendations. Please submit any comments via email to glong@cityofmartinsburg.org
9. The City of Martinsburg has created a Facebook Page at [Facebook.com/cityofmartinsburg](https://www.facebook.com/cityofmartinsburg), where we anticipate streaming meetings for public viewing. Guidance for streaming is being developed and more information will be forthcoming on utilizing the Facebook site. No comments on Facebook or other social media will be incorporated into the formal record.

The City of Martinsburg appreciates the cooperation from our community. Please continue to follow the recommended CDC guidelines pertaining to COVID-19.