



Office of the City Clerk

# The City of Morgantown

389 Spruce Street  
Morgantown, West Virginia 26505  
(304) 284-7439 Fax: (304) 284-7525  
www.morgantownwv.gov

**AGENDA**  
**MORGANTOWN CITY COUNCIL**  
**SPECIAL MEETING**  
*Not Televised*  
*City Hall - Council Chambers*  
**March 20, 2018**  
**5:15 p.m.**

1. **CALL TO ORDER:**
2. **ROLL CALL BY CITY CLERK:**
3. **UNFINISHED BUSINESS:**
4. **EXECUTIVE SESSION:** Pursuant to WV State Code Section 6-9A-4(b) (2) (A)  
**To Discuss Personnel Matters in re-appointments for BOARDS & COMMISSIONS.**

5:15 p.m.	Heidi Cook	BZA (Pg. 2)
5:30 p.m.	Marti Shamberger	Woodburn Commission (Pg. 3)
5:45 p.m.	Oleg Smirnov	Woodburn Commission (Pg. 4)
6:00 p.m.	Robert Merow	Woodburn Commission (Pg. 5)
6:15 p.m.	Carol Wilson	Woodburn Commission (Pg. 6)
6:30 p.m.	Kate Levine-Freedman	Woodburn Commission (Pg. 7)

5. **ADJOURNMENT:**

**\*If you need an accommodation contact us at 284-7439\***

## Linda Tucker

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**From:** noreply@civicplus.com  
**Sent:** Monday, February 12, 2018 12:07 PM  
**To:** Heather Carl; Linda Tucker  
**Subject:** Online Form Submittal: Application to Serve on City Boards and Commimssions

### Application to Serve on City Boards and Commimssions

Name	Heidi Cook
Phone Number	304-322-1559
Address	304 Goodwin Street
City	Morgantown
State	WV
Zip Code	26501
Email Address	heidicook123@hotmail.com
Fax Number	<i>Field not completed.</i>
City Resident?	Yes
Years of City Residency	17
Ward	First
Who is your employer?	Self employed
What type of business are (were) you employed in?	Real Estate
Job Title or Job Description:	Agent
Professional Certification/License:	West Virginia Real Estate License
Special Interests:	Board of Zoning Appeals
Please check the Boards and Commissions you are interested in serving:	Board of Zoning Appeals

## Application to Serve on City Boards and Commissions

THE CITY OF MORGANTOWN HAS NUMEROUS COMMITTEES, BOARDS, AND COMMISSIONS COMPRISED OF CITIZENS WHO GIVE OF THEIR TIME IN EVERY IMPORTANT CAPACITIES. STATE LAWS PRESCRIBE THAT SOME THOSE BODIES RETAIN MEMBERS WHO HAVE CERTAIN EXPERIENCE, EDUCATION OR PROFESSIONAL CERTIFICATIONS. WE ASK THAT YOU PROVIDE THE FOLLOWING **BASIC** INFORMATION SO WE MAY EVALUATE PROSPECTIVE APPOINTEES' QUALIFICATIONS IN AN EXPEDIENT MANNER. A RESUME OR OTHER OTHER PERTINENT INFORMATION MAY BE SUBMITTED ALONG WITH THIS FORM.

MR/MS: Marti Shamberger WORK/CELL PHONE: 304282-4168  
 ADDRESS: 812 Ridgeway Ave HOME PHONE: 3042962090  
Morgantown WV 26505 ZIP: 26505  
 EMAIL ADDRESS: shambergerward5@gmail.com  
 CITY RESIDENT? YES  NO  YEARS OF CITY RESIDENCY 35 WARD 5th  
 WHO IS YOUR EMPLOYER? (If Retired, answer "Retired") Retired  
 WHAT TYPE OF BUSINESS ARE (were) YOU EMPLOYED IN? City of Morgantown  
 JOB TITLE OR JOB DESCRIPTION: City Councilor, mayor, deputy mayor  
 PROFESSIONAL CERTIFICATIONS/LICENSE: BORBA 1987

SPECIAL INTERESTS: I have lived and been active in the Woodburn area for 30 yrs - always looking at ways to improve our community and quality of life.

PLEASE CHECK THE COMMISSIONS YOU ARE INTERESTED IN SERVING:

- |   |   |
|---|---|
| <input type="checkbox"/> BOCCA BOARD OF APPEALS                 | <input type="checkbox"/> MUSEUM COMMISSION                            |
| <input type="checkbox"/> BOARD OF PARKS AND RECREATION          | <input type="checkbox"/> PARKING AUTHORITY                            |
| <input type="checkbox"/> BOARD OF ZONING APPEALS                | <input type="checkbox"/> PERSONNEL BOARD                              |
| <input type="checkbox"/> BUILDING COMMISSION                    | <input type="checkbox"/> PLANNING COMMISSION                          |
| <input type="checkbox"/> FIRE CIVIL SERVICE                     | <input type="checkbox"/> POLICE CIVIL SERVICE                         |
| <input type="checkbox"/> FIRE CODE BOARD OF APPEALS             | <input type="checkbox"/> SISTER CITIES COMMISSION                     |
| <input type="checkbox"/> HISTORIC LANDMARKS                     | <input type="checkbox"/> TRAFFIC COMMISSION                           |
| <input checked="" type="checkbox"/> HUMAN RIGHTS                | <input type="checkbox"/> TRANSIT AUTHORITY                            |
| <input type="checkbox"/> LIBRARY BOARD                          | <input type="checkbox"/> TREE BOARD                                   |
| <input type="checkbox"/> MET BOARD                              | <input type="checkbox"/> URBAN LANDSCAPE COMMISSION                   |
| <input type="checkbox"/> MORGANTOWN HOUSING ADVISORY COMMISSION | <input type="checkbox"/> WARD & BOUNDARY                              |
| <input type="checkbox"/> MORGANTOWN UTILITY BOARD               | <input checked="" type="checkbox"/> WOODBURN REDEVELOPMENT COMMISSION |

SUBMIT TO: CITY CLERK, 389 SPRUCE STREET, RM. 10, MORGANTOWN, WV. 26505

APPLICATIONS WILL REMAIN ON FILE IN THE CITY CLERK'S OFFICE FOR 6 MONTHS

Updated: 2/15/2016 HC

9-19-17 - Appointed to WSRC - Took over for Christina Byrne-Hoffman  
 her term expires on 12/31/2017

## Heather Carl

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**From:** noreply@civicplus.com  
**Sent:** Tuesday, November 07, 2017 11:57 AM  
**To:** Heather Carl; Linda Tucker  
**Subject:** Online Form Submittal: Application to Serve on City Boards and Commimssions

### Application to Serve on City Boards and Commimssions

Name	Oleg SSmirnov
Phone Number	7868672928
Address	600 N High Street
City	Morgantown
State	WV
Zip Code	26505
Email Address	os0010@mix.wvu.edu
Fax Number	<i>Field not completed.</i>
City Resident?	Yes
Years of City Residency	1
Ward	3
Who is your employer?	WVU Student Rec Center
What type of business are (were) you employed in?	Public
Job Title or Job Description:	Lifeguard
Professional Certification/License:	Lifeguarding certification/CPR/AED
Special Interests:	Event planning, fundraisers, working with law enforcement
Please check the Boards and Commissions you are interested in serving:	Woodburn Redevelopment Commission

## Linda Tucker

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**From:** noreply@civicplus.com  
**Sent:** Wednesday, January 24, 2018 10:19 AM  
**To:** Heather Carl; Linda Tucker  
**Subject:** Online Form Submittal: Application to Serve on City Boards and Commimssions

### Application to Serve on City Boards and Commimssions

Name	Robert C. Merow (Bob)
Phone Number	304-216-1650
Address	1448 Roosevelt Street
City	Morgantown
State	WV
Zip Code	26505
Email Address	Woodburnrentals@yahoo.com
Fax Number	<i>Field not completed.</i>
City Resident?	Yes
Years of City Residency	49
Ward	5th
Who is your employer?	Retired
What type of business are (were) you employed in?	Was employed at WVU as Campus Planner, retired in 2015. Currently self employed at Woodburn Rentals as Property Manager
Job Title or Job Description:	Property Manager. Management of apartment and house rentals in the Woodburn neighborhood for over 35 years.
Professional Certification/License:	none
Special Interests:	Landscape Architecture, Facilities Planning and Management, Acrylic Art Painting
Please check the Boards and Commissions you are interested in serving:	Woodburn Redevelopment Commission

## Heather Carl

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**From:** noreply@civicplus.com  
**Sent:** Friday, January 26, 2018 6:01 AM  
**To:** Heather Carl; Linda Tucker  
**Subject:** Online Form Submittal: Application to Serve on City Boards and Commimssions

### Application to Serve on City Boards and Commimssions

Name	Carol M Wilson
Phone Number	3016161832
Address	609 DAYTON ST.
City	MORGANTOWN WV
State	WV
Zip Code	26505
Email Address	cminorwilson@frontier.com
Fax Number	<i>Field not completed.</i>
City Resident?	Yes
Years of City Residency	5
Ward	5
Who is your employer?	Retired
What type of business are (were) you employed in?	most recently, AmeriCorps at Raymond Wolfe Kingwood WV
Job Title or Job Description:	Substitute teacher, Gear-UP, publicist, editing and proofreading for US Government
Professional Certification/License:	BA University of Maryland
Special Interests:	bicycling
Please check the Boards and Commissions you are interested in serving:	Woodburn Redevelopment Commission

## Application to Serve on City Boards and Commissions

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MR/MS: Kate Levine-Freedman WORK/CELL PHONE: 201-2104-7404

ADDRESS: 517 Park St. HOME PHONE: \_\_\_\_\_

Morgantown, WV ZIP: 26501

EMAILADDRESS: kateslevine@gmail.com

CITY RESIDENT? YES  NO \_\_\_\_\_ YEARS OF CITY RESIDENCY 1 WARD 2

WHO IS YOUR EMPLOYER? (If Retired, Answer "Retired"): currently on maternity leave - hoping to teach

WHAT TYPE OF BUSINESS ARE (were) YOU EMPLOYED IN? education/non-profit management

JOB TITLE or JOB DESCRIPTION: before moving was Chief of Staff at ed. non-profit

PROFESSIONAL CERTIFICATIONS/LICENSES: \_\_\_\_\_

MSW, MEd, WV Teaching License in 5-Adult ELA,

WV Teaching License Special Education (expected 3/18), WV Admin. Cert. (expected 202

SPECIAL INTERESTS: foster care, education, mental health, homelessness,

LGBTQ ally, diversity/inclusiveness, community engagement

PLEASE CHECK THE COMMISSIONS YOU ARE INTERESTED IN SERVING:

- |   |   |
|---|---|
| <input type="checkbox"/> BOCA BOARD OF APPEALS                  | <input type="checkbox"/> MUSEUM COMMISSION          |
| <input type="checkbox"/> BOARD OF PARKS AND RECREATION          | <input type="checkbox"/> PARKING AUTHORITY          |
| <input type="checkbox"/> BOARD OF ZONING APPEALS                | <input type="checkbox"/> PERSONNEL BOARD            |
| <input type="checkbox"/> BUILDING COMMISSION                    | <input type="checkbox"/> PLANNING COMMISSION        |
| <input type="checkbox"/> FMT/MGT HOUSING AUTHORITY              | <input type="checkbox"/> POLICE CIVIL SERVICE       |
| <input type="checkbox"/> FIRE CIVIL SERVICE                     | <input type="checkbox"/> SISTER CITIES COMMISSION   |
| <input type="checkbox"/> HISTORIC LANDMARKS                     | <input type="checkbox"/> TRAFFIC COMMISSION         |
| <input checked="" type="checkbox"/> HUMAN RIGHTS                | <input type="checkbox"/> TRANSIT AUTHORITY          |
| <input type="checkbox"/> LIBRARY BOARD                          | <input type="checkbox"/> TREE BOARD                 |
| <input type="checkbox"/> MET BOARD                              | <input type="checkbox"/> URBAN LANDSCAPE COMMISSION |
| <input type="checkbox"/> MORGANTOWN HOUSING ADVISORY COMMISSION | <input type="checkbox"/> WARD & BOUNDARY            |
| <input type="checkbox"/> MORGANTOWN UTILITY BOARD               | <input type="checkbox"/> WELLNESS COMMISSION        |
| <input checked="" type="checkbox"/> WOODBURN COMMISSION         |   |

SUBMIT TO: CITY CLERK, 389 SPRUCE STREET, RM.10, MORGANTOWN, WV, 26505.

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UPDATED: 11/17

**EDUCATION:**

<b>Wheeling Jesuit University</b>	Accelerated Certification in Teaching
<b>New York University Silver School of Social Work</b>	MSW, 2011 <i>Phi Alpha Honors Society</i>
<b>Harvard University Graduate School of Education</b>	EdM in Policy and Management, 2009 <i>Commencement Marshal</i>
<b>Colgate University</b>	BA in English, minor in Jewish Studies, 2005 <i>Cum Laude</i>

**SKILLS:**

**Teaching:** W.V. Teaching Certification in English Language Arts grades 5-12 (current) and Special Education grades K-12 (anticipated April, 2018)

**Education / Non-Profit Administration:** Compliance, Governance and Board Relations, Operations, Community Partnerships, Program Development, Program Management, Strategic Planning, Talent Recruitment and Hiring, Organizational Planning, Data Management, Presentations / Public Speaking, Supervising Staff, Writing and Communications, Research, Procurement and Budget Management, Surveying

**Direct Service:** Supportive Counseling with Ages 5-22, Parent Outreach, Counseling Referrals, College Admissions and Financial Aid Counseling, Teaching, Workshop Development

**EMPLOYMENT:**

**Consultant, Foster America, Pittsburgh, PA** November 2016-present

- Consulting for organization on recruitment of leadership talent for child welfare sector
- Supporting initiatives of recruitment team, including strategy, candidate recruitment, application review, and marketing
- Building application process in Fluid Review (application software)

**Dean of Operations, Mumford High School 9<sup>th</sup> Grade Academy, Detroit, MI** July 2015-July 2016

- Acted as founding administrator of pilot high school program at Education Achievement Authority (EAA)
- Engaged in strategic planning for fundraising, targeted academic intervention program, credit recovery, and budgeting
- Partnered with Dean of Students to support behavior intervention, school culture, advisory curriculum, and discipline
- Developed and implemented all of school's internal systems including procurement, communications, compliance, enrollment, attendance, and appearance/messaging of school
- Led initiatives in school operations, pupil accounting information systems, facilities, and assessment coordination
- Facilitated parent outreach efforts and events

**Chief of Staff, New Urban Learning, Detroit, MI** June 2014-July 2015

- Supervised and managed charter school management office staff and deliverables
- Acted as liaison to two Boards of Trustees, including coordinating and submitting materials, tracking governance compliance with charter authorizer, and taking and distributing meeting minutes
- Coordinated school and management compliance and reporting for authorizer regulations, state and federal education laws, special education, HR, finance, governance, achievement data, and pupil accounting
- Oversaw network-wide Talent Recruitment Effort
- Acted as Interim Operations Director supervising seven full-time school operations team members, managing operations budget, overseeing network operations and facilities, and developing network systems and procedures for schools

**Manager of Special Projects & Associate to the CEO, New Urban Learning, Detroit, MI** June 2013-June 2014

- Coordinated strategic and project planning and execution of teacher, staff, and leadership recruitment program
- Wrote applications for grants, leadership, and educational programs for charter management organization, schools, and staff
- Acted as liaison to New Urban Learning and University YES Academy Boards of Trustees, coordinating and submitting materials, tracking governance compliance with charter authorizer, and taking and distributing meeting minutes
- Developed University YES Academy Priority School Plan approved by the Michigan Department of Education
- Designed and distributed surveys on professional development and organization health; evaluated and reported findings
- Participated in all school leadership meetings and Superintendents meetings and coordinated weekly staff meetings



- Dean of Guidance, New Jersey SEEDS, Newark, NJ** Aug 2011-July 2013
- Created strategic plan, mission, and vision statements for new department
  - Managed the Guidance Program's social-emotional needs, early college awareness, internship opportunities, engagement events, and departmental discipline policies
  - Hired, supervised, and reviewed three full-time staff members
  - Initiated implementation of new organization-wide procedures and programs
  - Oversaw management of 150 partner school relationships for more than 500 students (middle school through college)
  - Managed departmental programming budget of \$100K
  - Oversaw alumni support services for high school and college students at placement schools, developing relationships with key stakeholders in independent schools and universities
- New York Foundling – Haven Academy, Social Work Intern, Bronx, NY** Sept 2010-Sept 2011
- Managed a clinical caseload of six students utilizing play therapy and supportive counseling
  - Provided push-in support for Collaborative Team Teaching classrooms
  - Co-directed policy project to integrate social-emotional curriculum into afterschool program providing structural support and creating trainings for afterschool program leaders
- Education Pioneers Fellowship, NYC Metro Cohort - TEAM Schools, KIPP, Newark, NJ** Summer 2010
- Managed project to analyze best practices in teacher recruitment, emphasizing diversity
  - Conducted needs assessment from interviews with human capital leaders and literature
  - Presented findings in best practices in “on-boarding” at Human Assets summer retreat
  - Created presentation entitled “Recruiting and Retaining Diverse Candidates” and presented findings at KIPP’s National Teacher Recruitment Retreat in New Orleans, LA (September, 2010)
- New York University’s Institute for Education and Social Policy, Research Assistant** Nov 2009-June 2010
- Robert Wood Johnson funded project to create a comparative literature review of helping professional labor markets
- Partnership with Children - DOE Suspension Site, Social Work Intern, Bronx, NY** Aug 2010-June 2011
- Managed clinical caseload of eight students for individual counseling during Superintendent’s Suspension
  - Conducted intakes, home visits, “home-school” visits, individual and small group counseling and education outreach
  - Assessed intake process and re-wrote intake form in accordance with research on adolescent developmental needs
- Harvard University Kennedy School of Government, Research Assistant, Cambridge, MA** Aug 2008-Aug 2009
- Evaluated Crimson Summer Academy with Professor Christopher Avery and team
  - Developed interview protocol to understand college retention and difficulties of program alumni
- Oak Knoll School, College Counselor / Teacher, Summit, NJ** July 2007-Aug 2008
- Managed college application and admission process for students and families
  - Partnered with New Jersey SEEDS’ Alumni Department to support Scholars in their college counseling needs
  - Created and analyzed a survey instrument designed to assess success of college counseling program; presented results to administrators and Board of Trustees
  - Taught Study Skills (7<sup>th</sup> and 8<sup>th</sup> grades) and Guidance Courses (11<sup>th</sup> and 12<sup>th</sup> grades)
- Assistant Dean of Admission, Colgate University, Hamilton, NY** July 2005-June 2007
- Multicultural Recruitment Team Member, Tour Guide Director, Data Collections and Survey Response Director
  - Regional Dean and Admission Officer, reviewed applications for 2,000+ candidates per year

**SELECTED HONORS, PUBLICATIONS, PRESENTATIONS & ACTIVITIES:**

- \*Levine, K. & Roberts, J. A movement with multiple parts, models, and measures of success. *ASCD Express*, 4, 24.
- \*New York University: Social Work Merit Academic Scholarship
- \*Harvard Graduate School of Education: Student Research Conference Presenter, “*Beyond City Limits: Voice and Visibility*”
- \*KIPP: National Teacher Recruitment Retreat Presenter, *Summer Fellowship Project*
- \*Advocates for Children Of N.Y., Inc.: Research group; investigated implementation of Fostering Connections Act in schools
- \*“Left Behind: The Story of New Orleans Public Schools”: Collaborated on curriculum to accompany documentary
- \*Lowell-Middlesex Academy Charter School: Conducted semester-long qualitative analysis of charter school