

## JANUARY 18, 2018

The Clarksburg City Council met in REGULAR SESSION on Thursday, January 18, 2018 at 6:00 P.M. at the Clarksburg Municipal Building – Council Chambers, 222 West Main Street, Clarksburg, West Virginia, with Vice Mayor Malfregeot presiding.

### COUNCIL MEMBERS PRESENT:

Gary Bowden  
Frank Ferrari  
Marshall Goff  
Ryan Kennedy  
Chad Sigmon  
Vice Mayor Jim Malfregeot

### ALSO PRESENT:

Martin Howe, City Manager  
James Cann, City Attorney  
Annette Wright, City Clerk

### COUNCIL MEMBER(S) ABSENT:

Mayor Catherine Goings

Following roll call, the prayer was given and the pledge led by Councilmember Goff.

**MOTION** by Councilmember Ferrari, **SECONDED** by Councilmember Sigmon for approval of the minutes of the Regular session of Council held on January 4, 2018. **MOTION APPROVED UNANIMOUSLY.**

Vice Mayor Malfregeot called for petitions, communications and public hearings with the following individuals appearing therefor:

**Sal Bombardiere**, 1515 Hoffman Avenue – addressed Council regarding public concerns and the Police Department. Mr. Bombardiere remarked that he was not here to offend but to help educate. Mr. Bombardiere alleged the following: that officers are pulling over single females to meet them, that an officer has stalked him and has tried to intimidate him. Further, Mr. Bombardiere commented that he has submitted a FOIA and has not received the police reports he requested.

**Belen Hutsan**, 252 Sherwood Road, Bridgeport – addressed Council requesting a full-time PRO Officer at Washington Irving Middle School. Ms. Hutsan stated that over the last three (3) years, the CPD has assisted the school; however, the times and dates, as well as the officers, have varied and opined the same to be not as effective as a full-time PRO. Ms. Hutsan further stated that the officers do not have the same specialized training as a PRO and are not able to become embedded in the school. Ms. Hutsan requested an answer to the request as soon as possible.

Mr. Howe advised that he agreed with her; however, the City does not have the manpower in which to place a PRO at the school and that we are currently going through an eligibility list process in order to hire officers. Mr. Howe informed that under State Code, the School Board has the authority to fill this position and suggested that interested parties also go to the School Board, as well; further stating that the School Board no longer wanted the CPD at the school. Mr. Howe remarked that Chief Hilliard could have midnight shift send an officer to the school during teacher and student arrival to the school and that they should continue to call 911, as needed, which information would be documented. Mr. Howe informed that he and Chief Hilliard would meet with all persons interested to discuss this matter further and explain the process of the Police Civil Service Commission in establishing a list in which to hire officers. Mr. Howe noted that the City is still taking down structures around the school, as well as working in the area on parking and lighting, etc.

### AGENDA ITEM NO. 5: CITY MANAGER'S REPORT/UPDATE

Manager's Report  
January 18, 2018  
Submitted by Martin G. Howe

### **General Updates**

1. 2018/2019 Budget Preparation –
  - a. Department Heads are currently working on budget requests. Their requests will be submitted January 22<sup>nd</sup>.

- b. Finance Director and I will begin budget meetings with departments immediately to review requests.
  - c. Proposed budget will be submitted to Council Thursday, February 15, 2018.
  - d. A work session will be scheduled week of February 19<sup>th</sup> to discuss proposed budget.
  - e. A public hearing will be held Thursday, March 1<sup>st</sup>.
  - f. Council to consider approving proposed budget Thursday, March 15<sup>th</sup>.
2. City Banking/Depository Request for Proposal –
- a. Requests for RFPs were mailed to the eight (8) banks located in the City on December 15, 2017
  - b. RFPs were due by Monday, January 15 (extended to Tuesday, January 16 due to the holiday)
  - c. Terms for the request is a three year contract, from July 1, 2018 to June 30, 2021
  - d. Received bids from four (4) banks, MVB, WesBanco, City National Bank and United Bank
  - e. RFPs are currently being reviewed by Finance Department
3. Demolition-
- a. Journey’s End – The City accepted quotes until Wednesday, January 17<sup>th</sup> at 2:00 p.m. to have Journey’s End razed. Two (2) out of three (3) contractors submitted quotes. Reclaim Company, LLC was lowest in the amount of \$39,998. I recommend Council waive competitive bidding and award contract to Reclaim Company, LLC. We anticipate they will complete this demolition by late February.
  - b. Reclaim Company, LLC has completed all demo structures except for two (2) on Lincoln Street and one (1) on Drummond Street.
  - c. Anderson Excavation has completed the Lee Avenue structures and have moved to 734 Mulberry Avenue. They will have 103 Willison and 393 Broadus Avenue left to complete.
  - d. Safeco, LLC has removed all white goods from their contracts and are continuing abatement.
  - e. Public Works has completed 130 School Street and will be moving to 216 W. Woodland next.
4. Surplus Property – Bid opening for 1113 N. 14<sup>th</sup> Street was Wednesday, January 17<sup>th</sup> at 10:00 a.m. Received two (2) bids – the highest was in the amount of \$5,250. This will be on Council’s February 1<sup>st</sup> agenda to authorize sell.

<b>Economic Development</b>
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1. Robinson Grand Performing Arts Center –
- a. East addition masonry is complete.
  - b. Interior framing on 1<sup>st</sup> floor of West addition is approximately 98% complete.
  - c. The West wall masonry of the West addition is complete.
  - d. The installation of the four (4) masonry sculptures on the West addition is complete.
  - e. Door frame installation in the entire building is approximately 99% complete.
  - f. Roof installation on the auditorium is complete.
  - g. Structural improvements to the roof truss in the auditorium that will be supporting the stage lights are complete.
  - h. Elevator installation is ongoing, due to be completed late January.
  - i. The auditorium floor is scheduled to be poured within the next two to three weeks.

(A tour of the RGPAC will be scheduled with Council and the Clarksburg Development Authority in the near future).

<b>Police/Fire</b>
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1. Police –
- a. The Police Civil Service Commission is scheduled to meet Friday, January 19<sup>th</sup> at 10:00 a.m. They will be holding hearings for three (3) individuals whom were removed from candidate list.
  - b. Polygraph Exams – All exams have been completed on all eligible applicants.
  - c. Psychological Exams – Five (5) examinations were completed this week. We have several more scheduled next week.

2. Fire – A probationary firefighter, Justin Blake, was recently hired and will begin Thursday, February 1, 2018. He will be sworn in on the same day at 9:00 a.m. in Council Chambers.

**UNFINISHED BUSINESS:**

**A. CONSIDERATION TO WAIVE COMPETITIVE BIDDING AND AWARD CONTRACT FOR THE DEMOLITION OF PROPERTY LOCATED AT 1401 WV AVENUE (JOURNEY’S END) UTILIZING TIF FUNDS (TABLED AT PREVIOUS MEETING)**

**MOTION** by Councilmember Kennedy, **SECONDED** by Councilmember Bowden to remove the above-captioned matter from the table. **MOTION APPROVED UNANIMOUSLY.**

**MOTION** by Councilmember Ferrari, **SECONDED** by Councilmember Bowden to waive competitive bidding for the demolition and asbestos abatement of the property at 1401 WV Avenue (Journey’s End) and award the contract to Reclaim Co. in the amount of \$39,998 utilizing TIF Funds. **MOTION APPROVED UNANIMOUSLY.**

**NEW BUSINESS:** NONE

**COUNCIL COMMENTS:**

Vice Mayor Malfregeot:            Remarked that the demolition program has made a nice improvement in the neighborhoods; thanked Public Works for an excellent job during the frigid period.

Councilmember Bowden:        Commended all employees for the excellent job during this winter period.

Councilmember Sigmon:        Also commended the employees for the same; explained a situation wherein he called 911 on the drug house ordinance with Chief Hilliard advising as to the reason the matter was handled in the manner that it was.

Councilmembers Ferrari, Goff and Kennedy also commended the employees for their work.

There being no further business to come before Council at this time, **MOTION** by Councilmember Ferrari, **SECONDED** by Councilmember Goff and **APPROVED UNANIMOUSLY** for adjournment.

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Catherine A. Goings, Mayor

Approved:    February 1, 2018

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Annette M. Wright, City Clerk