

FEBRUARY 3, 2018

The Clarksburg City Council met in Conference (Work) Session on Saturday, February 3, 2018 at 9:00 a.m. at Marriott at Waterfront Place, Morgantown, West Virginia.

COUNCIL MEMBERS PRESENT:

Gary Bowden
Frank Ferrari
Ryan Kennedy
Chad Sigmon
Vice Mayor Malfregeot
Mayor Catherine Goings

COUNCIL MEMBER(S) ABSENT:

Marshall Goff

ALSO PRESENT:

Martin Howe, City Manager
Anthony Bellotte, Asst. City Manager
Adam Barberio, Code Enf. Supervisor
Kim Karakiozis, Finance Director
John Cooper, Super. Park Board
Robert Hilliard, Police Chief
Jason Snider, Deputy Chief
Annette Wright, City Clerk

The strategic planning session consisted of the following agenda:

1. Introductions/Opening - Mayor Goings welcomed everyone and requested that Council check their emails on a regular basis, as well as respond to the City Clerk's office, to ensure that they are current on all information, etc. Mr. Howe noted that he was in receipt of the various items Council members submitted and that such would be discussed under "Strategic Planning" and also remarked that many of the items were more budgetary matters to be addressed during the budget work session.

2. Departmental Updates –

- Parks/Recreation Update – John Cooper provided updates regarding the Splash Zone, Hilltop Shelter, Parking expansion, Amphitheater, Mayor's Fitness Trail, Frank Loria Field, Lion's Den Shelter, Walking Trail, Tennis Courts, playgrounds, etc.
- Code Enforcement Overview – Mr. Barberio presented Council with various documentation, including a draft of the Storm Water Control Design/Manual. Mr. Howe noted the said document would be presented to the Sanitary Board for approval, as well. Mr. Barberio discussed the documentation provided which included various forms utilized by the Code Department, NOVs, citations, drug house ordinance, rental registration ordinance, vacant property ordinance, GIS mapping project, etc.
- Police – Chief Hilliard announced that they were working on hiring seven new officers to bring the manpower up to 46. Discussion was held regarding some of the concerns occurring at the west end section of the City with Chief Hilliard apprising of a meeting held with the management of the various businesses located thereat. Chief Hilliard provided a handout regarding the Harrison County Alert Notification System; apprised that the Department received 24,502 calls in 2017; noted the mutual aid agreements with the various police departments throughout the county; informed that 911 would be switching CAD systems which would cost us approximately \$100,000 in the first year as the current system is now outdated. Chief Hilliard stated that Paul Bump would come to a Council meeting to discuss the same. Chief Hilliard informed that they are working with the Martinsburg Police Chief regarding drug abatements; advised that 60% of the cruisers are now lettered with "In God We Trust;" noted various training within the department; advised that 80% of the in-car computers have been installed; the squad room and sally port have been cleaned/freshened up; they are in the process of purchasing new Tasers and informed of the body cams which will be worn by all officers. Chief Hilliard stated that he hoped to have two bike officers out this year; that the beat officer has proven successful; that they would be doing SWAT training with the Sheriff's Department. With regard to the Drug Trask Force, Chief Hilliard informed that we have two (2) officers in the Force and apprised of his goal for a Community Action Team to deal with our own (City) community problems with Deputy Chief Snider elaborating thereon.

- Finance – Finance Director Kim Karakiozis provided financial information/reports and discussed the same in greater detail.
- Public Works/Facilities – Assistant City Manager Bellotte advised of the following: milling and paving projects; bridge repair and maintenance; updates on the interconnect system in downtown; demolition program; landfill; city-wide clean-ups; MS4 program; river bank trunk lines/overflows; pole banners; Christmas decorations, etc.

3. Updates from 2006 Revitalization Strategy/2014 Strategic Plan – Mr. Howe referenced the 2006 and 2014 plans, as well as the recommendations therefrom. Mr. Howe noted the various accomplishments resulting from the plans such as: began the TIF project; housing projects, including loft-style living; downtown performing arts center; evaluation of the feasibility of a hotel/conference center; created a position to market the city and tell our story; expansion of local airport; reuse of old UHC facility, etc. Mr. Howe informed that work is being done on a new, more user-friendly, website which he will bring before Council. Said website will also contain available properties for development within or near the city. With regard to the 2014 Strategic Plan, Mr. Howe apprised that 35 of the 45 items have been completed.

4. Accomplishments – (Discussed above)

5. Strategic Planning – Mr. Howe informed that the Administration has tried to group items that Council members provided into the following categories:

- Downtown
 - Goff Building – opportunity for re-use
 - Waldo
 - former Biometrics Building
 - former Country Kitchen Building
 - old Vito’s Building
 - hotel conference center – potential buildings for re-use
 - continue with downtown office space – façade program, B&O incentive, etc.
 - Waldomore
- Mission
- CSX Rails
- Industrial Park Sites
- Columbia Boulevard
- Gas-fired Power Plant
- EPA Superfund Site – old Rolland Glass site
- Infrastructure and Quality of Life
 - walkable communities
 - maintain neighborhood playgrounds
 - sidewalk program
 - demo program

Mr. Howe referenced the various “doom and gloom” items such as the drug issue, homelessness and vagrancy matters.

Mayor Goings requested that Council consider where they want the City to be in five (5) years with the following being identified:

- Mission
- Waldo
- Hotel
- Possibility of an elementary school within the city
- evaluate incentives/business friendly
- demo
- youth facilities – turf – playgrounds

Councilmember Kennedy provided handouts regarding B&O taxes in other cities with Mr. Howe also reviewing the same noting very little disparity with the other cities. Mr. Howe commented that various incentives could be reviewed to encourage business relocation into the city. Councilmember Sigmon noted the videotaping of Council meetings and the cost thereof remarking that there appears to be very little interest therein.

Vice Mayor Malfregeot discussed a project for the old City Hall lot (Survivor Tree Seedling Program) and provided information thereon.

6. Closing Remarks – Mayor Goings expressed appreciation to all for the time and work committed to this strategic planning session.

Meeting concluded.

Mayor Catherine A. Goings

Approved: February 15, 2018

Annette M. Wright, City Clerk