

MAY 17, 2018

The Clarksburg City Council met in REGULAR SESSION on Thursday, May 17, 2018 at 6:00 P.M. at the Clarksburg Municipal Building – Council Chambers, 222 West Main Street, Clarksburg, West Virginia, with Mayor Goings presiding.

COUNCIL MEMBERS PRESENT:

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

ALSO PRESENT:

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

Following roll call, the prayer and pledge were led by Vice Mayor Malfregeot.

MOTION by Vice Mayor Malfregeot, **SECONDED** by Councilmember Ferrari for approval of the minutes of the Regular session of Council held on May 3, 2018. **MOTION APPROVED UNANIMOUSLY.**

Mayor Goings called for petitions, communications and public hearings with no one appearing therefor.

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

Manager's Report
May 17, 2018
Submitted by Martin G. Howe

General Updates

1. Sidewalk Program – Applications became available Tuesday, May 1st. As of Thursday, May 17th, twenty-six (26) applications have been distributed and five (5) applications have been returned totaling \$5,900 towards the \$30,000 budgeted.
2. Road Slippage –
 - a) Engineering RFP's for various slip repair projects were accepted until Monday, April 30th. Eight (8) firms' submitted proposals, five (5) firms were selected to be interviewed the week of May 7th.
 - b) The Administration recommends authorizing a contractual agreement to be executed with Ascent Consulting and Engineering for the Lowndes Hill slip repair in the amount of \$16,750. The funding will be from remaining USDA funds from the infrastructure bond.
 - c) The administration is currently negotiating contracts with engineering/ consulting firms for ten (10) additional slips throughout the City. We anticipate having these contracts for Council's consideration for the Thursday, June 7th meeting.
3. Insurance Liability Risk Management – Hosted a full day of meetings on Wednesday, May 16th with One Beacon's Risk Management group to meet with various Department Heads and evaluated our operations. We will be receiving feedback and recommendations to assist in reducing the City's liability exposure.
4. Demolition –
 - a) 1401 Adams Ave – Feline Excavating began razing the structure on Thursday, May 17th. It is anticipated the project will be completed early the week of May 21st.
 - b) 415 Washington Ave – We have received the payment agreement from the Harrison County Board of Education. Anderson Excavation will be commencing on Friday, May 18th.
5. Yard Waste Collection Vehicle – The Administration advertised an RFP for financing the Yard Waste Collection vehicle which Council awarded to WV Tractor Company from Charleston, WV in the amount of \$108,600. BB&T submitted taxable financing for a term of seven (7) years at 3.49 %. The Administration recommends approval of financing.
6. Camden Street Bridge – The WVDOH is currently accepting bids for this renovation project. The Bid opening is tentatively scheduled for Tuesday, May 22nd in Charleston. Upon this project being awarded this bridge will be temporarily closed for renovations.
7. City Depository & Banking Services- In response to the City's RFP, we received four (4) proposals. The Administration has decided to continue utilizing the services of MVB Bank for the three (3) year term beginning July 1, 2018 – June 30, 2021.

Economic Development

1. Robinson Grand Performing Arts Center –
 - a) Operations Manager – An interview committee consisted of Assistant City Manager Anthony Bellotte, RGPAC Executive Director Ryan Tolley and City Manager interviewed candidates. An offer was made and accepted. A formal announcement will be forthcoming, with a starting date of Monday, July 2nd.

- b) Construction Update
 - i. Drywall Installation is 98% complete in the main theater building/ concessions area.
 - ii. Installation of wall and floor tiles in first and second floor restrooms has been completed.
 - iii. Framing of upper Balcony Box Seats is complete
 - iv. Storefront installation at front of both buildings is 95% complete.
 - v. Stage Rigging Line Set Installation is approximately 95% complete (motors).
 - vi. Marquee Installation is tentatively scheduled to complete the week of June 18th.
 - vii. Sidewalk Installation will commence within the next three (3) weeks.
- 2. Ribbon Cutting –
 - a) Bake N Memories was recently purchased by the owners of Stonewall Coffee, a ribbon cutting will be held on Thursday, May 31st at 12:00 p.m., located at 2315 Murphys Run Road.
 - b) Star’s Brides Boutique, Friday, June 15th at 11:00 a.m., located at 129 4th Street.

FOIA

- 1. Martin Shaffer of 211 N. 6th Street, filed a Freedom of Information Request dated Wednesday, May 9th, 2018. A response was provided as of Tuesday, May 15th, 2018 that the information will be made available on Monday, May 21st. Mr. Shaffer requested P-Cards for all City Personnel from December, 2017 to February, 2018. Additionally wanted all costs associated with the Strategy Session in Morgantown.
- 2. Martin Shaffer of 211 N. 6th Street, filed an additional Freedom of Information Request dated Wednesday, May 9th, 2018. A response was provided as of Tuesday, May 15th, 2018 that will be made available Thursday, May 24th. Mr. Shaffer requested all purchases from the 5th Floor since Mayor Goings was elected to Council to present.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

A. CONSIDERATION OF FIRST READING OF AN ORDINANCE OF THE CITY OF CLARKSBURG AMENDING ARTICLE 1315.01 OF PART 13 OF THE CODIFIED ORDINANCES OF THE CITY OF CLARKSBURG BY AMENDING THE ZONING MAP; REZONING ALL THOSE CERTAIN LOTS OR PARCELS OF LAND SITUATE ON N. 13TH STREET IN THE CITY OF CLARKSBURG, COAL DISTRICT, HARRISON COUNTY, WEST VIRGINIA, DESIGNATED AS PARCELS 31 AND 52, ON TAX MAP 14 FROM BUSINESS-2 (B-2) TO BUSINESS-3 (B-3)

MOTION by Councilmember Kennedy, **SECONDED** by Councilmember Sigmon for adoption of the above-captioned ordinance on first reading. **MOTION APPROVED UNANIMOUSLY.**

B. CONSIDERATION TO AUTHORIZE THE CITY MANAGER TO EXECUTE AN AGREEMENT WITH ASCENT CONSULTING & ENGINEERING FOR THE LOWNDES HILL SLIP REPAIR UTILIZING REMAINING USDA FUNDS

MOTION by Councilmember Sigmon, **SECONDED** by Vice Mayor Malfregeot for approval of the above-captioned matter in the amount of \$16,750.00. **MOTION APPROVED UNANIMOUSLY.**

C. CONSIDERATION TO APPROVE TAXABLE FINANCING WITH BB&T GOVERNMENTAL FINANCE FOR A PERIOD OF SEVEN (7) YEARS AT 3.49%

MOTION by Councilmember Ferrari, **SECONDED** by Vice Mayor Malfregeot for approval of taxable financing with BB&T Governmental Finance for a period of seven (7) years at 3.49% for the recently-approved purchase of the \$108,600 yard waste collection truck. **MOTION APPROVED UNANIMOUSLY.**

COUNCIL COMMENTS:

Mayor Goings: Announced that beginning with the next regular council meeting, the 5:30 p.m. conference sessions will now take place in the City Manager’s Conference Room.

Vice Mayor Malfregeot: Extended well wishes for the Memorial Day weekend.

Councilmember Sigmon: Advised of the appreciation received for the support of the Vance House informing that the organization would be working on the steps; expressed enthusiasm with Patsy Trecoast's win on the Harrison County Commission and offered congratulatory remarks. Noted the 5K run to be held in Nutter Fort this Saturday.

Councilmember Goff: Noted "National Police Week" and commended the CPD for their work.

Councilmember Kennedy: Wished all a safe and happy Memorial Day and asked that we remember those who served, as well as those who served and did not come back home.

City Clerk Wright: Informed Council that she would be attending the IIMC Conference in Norfolk, VA wherein she is working toward her Master Municipal Clerk status and expressed appreciation for their support.

There being no further business to come before Council, **MOTION** by Vice Mayor Malfregeot, **SECONDED** by Councilmember Sigmon for adjournment. **MOTION APPROVED UNANIMOUSLY.**

Catherine A. Goings, Mayor

Approved: June 7, 2018

Annette M. Wright, City Clerk