

JUNE 21, 2018

The Clarksburg City Council met in REGULAR SESSION on Thursday, June 21, 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
Chad Sigmon
Vice Mayor Jim Malfregeot
Mayor Catherine Goings

ALSO PRESENT:

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

COUNCIL MEMBER(S) ABSENT:

Ryan Kennedy

Following roll call, the prayer and pledge were led by Councilmember Ferrari.

Council deviated from the agenda for the following presentation: Mayor Goings presented a Proclamation recognizing the 5th Anniversary of “Celebrate Recovery,” a faith-based program to address addictions and various issues, to Mr. Lou Ortenzio, and others associated with the program. Mr. Ortenzio expressed appreciation for the recognition and invited everyone to the anniversary celebration to be held at Clarksburg Baptist Church on June 30th from 9:30 a.m.-1:30 p.m.

MOTION by Vice Mayor Malfregeot, **SECONDED** by Councilmember Sigmon for approval of the minutes of the Regular session of Council held on June 7, 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
June 21, 2018
Submitted by Martin G. Howe

General Updates

1. Sidewalk Program – As of Thursday, June 21st, twenty-four (24) applications have been distributed and ten (10) applications have been returned totaling \$18,465.00 towards the \$30,000 budgeted.
2. Road Slippage –
 - a) All four (4) Professional Engineering & Consulting contracts authorized by Council and one (1) by the Sanitary Board have been fully executed. The firms will be working collectively on assessing eleven (11) slip repairs.
 - b) FEMA – Administration has continued to provide FEMA with supplemental information via an on-line portal. In addition, a follow-up meeting was held with FEMA officials on Thursday, June 21st. A weekly meeting has been scheduled until completion of projects. A site visit for each location has been scheduled for July 23rd.
 - c) Currently working with one (1) engineering firm to gather the appropriate information and data to submit to the DEP as mine subsidence could be an issue on one (1) of the slips.
3. 2018 Paving Program – The City is in its 2nd year of the 17 year paving program.
 - a) Pre-Bid Meeting – The non-mandatory was held Thursday, June 21st at 10:00 a.m. in City Manager’s Conference Room, three (3) contractors participated.
 - b) Bid Opening – Thursday, June 28th at 2:00 p.m. in City Manager’s Conference Room.
 - c) Bid Award – Council to consider awarding Bid Thursday, July 5th.

Economic Development

1. Robinson Grand Performing Arts Center – An interview committee consisting of Assistant City Manager Anthony Bellotte, RGPAC Executive Director Ryan Tolley and the City Manager have completed the

process of interviewing candidates for both Operations Manager and Sales and Marketing Manager. We are pleased to announce the two successful candidates:

- a) Operations Manager – Bobby W. Rexroad – Mr. Rexroad will be returning home to his community from Denver, CO. Bobby attended Full Sail University where he earned a Bachelor of Science Degree in Film and Production and a Master’s Degree in Entertainment Business.
 - b) Sales and Marketing Manager – Emily R. Moore – Mrs. Moore was recently the English and Theatre Teacher at RCB High School, where she ran a very successful theatre program for the past six (6) years. Emily is a native of Clarksburg and graduated from Liberty High School and attended WVU and has a BA in English and Master of Arts in Secondary Education with a minor in theatre and dance.
 - c) Construction Update –
 - i. Drywall installation is 98% complete in the West Addition.
 - ii. Painting in the Main Theatre Building is approximately 93% complete.
 - iii. Installation of Marquee is 85% complete.
 - iv. Installation of blade sign is 95% complete.
 - v. Floor installation in Bar is approximately 90% complete.
2. Former Anchor Hocking Property – Anchor Works, LLC is continuing with clean-up efforts of the property, they have made a tremendous improvement. The clean-up will continue over the next six (6) months. The large concrete silo will most likely be razed by conventional method or imploding late in 2018.
 3. Ribbon Cutting – Price Cutter (former Adamston Shop-N-Save), is tentatively scheduled for Wednesday, June 27th at 11:00 a.m. This will be confirmed early next week.

Police and Fire

1. Fire – Fire Civil Service Commission – As City Manager, I am appointing Joe Shaffer as a Commissioner. This appointment is under New Business for Council’s Confirmation.
2. Police –
 - a) C.A.T. Shift – Community Action Team – This partnership with the Harrison County Sheriff’s Department is focused on chronic problem areas. Since beginning on Tuesday, June 5th to Friday, June 22nd there have been nineteen (19) citations issued with 15 being drug related and in addition 4 arrests which resulted in being transported to the NCRJ and 2 for obstructing an officer; there has been an undetermined amount of meth recovered from one interaction and 2 for trespassing.
 - b) The C.A.T. Unit – also played an integral role with apprehending the suspect from the armed robbery from Stonewood.

FOIA

1. FOIA request from Jason Wingfield of Gianola, Barnum, Bechtel & Jecklin dated Tuesday, June 5th (received on Tuesday, June 12th) requesting all records relating to or involving Landscape Plus, LLC/Wolfe Landscape Plus, LLC for any work performed by these entities for the City of Clarksburg. A response was provided on Thursday, June 14th that the requested information would be available on Tuesday, July 10th.
2. FOIA request from Albert Everly, Friday, June 1st (received Friday, June 8th) requesting copies of engineering drawings and police reports in regards to the townhouses located on 12th North Street (MCP Real Estate Holdings, LLC). We responded to the request on Thursday, June 14th and the information will be provided on Friday, June 29th.

City Manager Howe introduced two (2) new employees of the Robinson Grand Performing Arts Center: Operations Manager Bobby Rexroad and Sales and Marketing Manager Emily Moore.

CITY CLERK’S INFORMATION:

ZONING FORM IN CONNECTION WITH AN APPLICATION TO OPERATE:
AN ABCA LICENSED PRIVATE CLUB, PRIVATE WINE RESTAURANT OR
TAVERN FILED BY LINDSEY FONSECA dba TAQUERIA LOU LOU, 1404
WEST VIRGINIA AVENUE – RETURNED TO APPLICANT ON JUNE 6, 2018

UNFINISHED BUSINESS:

- A. CONSIDERATION OF SECOND AND FINAL READING AND PUBLIC HEARING OF AN ORDINANCE ESTABLISHING SALARIES OR COMPENSATION FOR MUNICIPAL OFFICERS AND EMPLOYEES FOR FISCAL YEAR 2018-2019 AND REPEALING ALL INCONSISTENT ORDINANCES**

City Clerk Wright announced that notices regarding the public hearing appeared in *The Exponent Telegram* on June 12, 2018 and June 19, 2018. Mayor Goings declared the public hearing open with no one appearing therefor. Upon closing the public hearing, **MOTION** by Councilmember Ferrari, **SECONDED** by Vice Mayor Malfregeot for approval of the above-captioned ordinance on second and final reading. **MOTION APPROVED UNANIMOUSLY.**

NEW BUSINESS:

A. CONSIDERATION OF A RESOLUTION OF THE CITY COUNCIL OF CLARKSBURG, HARRISON COUNTY, WEST VIRGINIA, TO ADOPT THE REGION VI PLANNING AND DEVELOPMENT COUNCIL'S MULTI-JURISDICTIONAL HAZARD MITIGATION PLAN UPDATE FOR CITY OF CLARKSBURG

MOTION by Vice Mayor Malfregeot, **SECONDED** by Councilmember Sigmon for adoption of the above-captioned resolution. **MOTION APPROVED UNANIMOUSLY.**

B. CONSIDERATION OF CONFIRMATION OF CITY MANAGER'S APPOINTMENT TO THE FIRE CIVIL SERVICE COMMISSION

MOTION by Vice Mayor Malfregeot, **SECONDED** by Councilmember Ferrari to confirm the City Manager's appointment of Joseph Shaffer to the Fire Civil Service Commission. **MOTION APPROVED UNANIMOUSLY.**

C. CONSIDERATION OF APPOINTMENT TO THE HARRISON-CLARKSBURG BOARD OF HEALTH

MOTION by Councilmember Bowden, **SECONDED** by Councilmember Goff to reappoint Dr. George Shehl to the Harrison-Clarksburg Board of Health. **MOTION APPROVED UNANIMOUSLY.**

D. CONSIDERATION OF EVALUATION OF CITY MANAGER

MOTION by Councilmember Ferrari, **SECONDED** by Councilmember Bowden to adjourn into Executive Session pursuant to Chapter 6, Article 9A, Section 4 of the West Virginia Code, to discuss personnel matters and that the following persons be present: Mayor and Members of Clarksburg City Council, City Manager and City Attorney. Further, reserving the right to dismiss person(s) present at the appropriate time. **MOTION APPROVED UNANIMOUSLY.**

Concluding Executive Session, **MOTION** by Vice Mayor Malfregeot, **SECONDED** by Councilmember Sigmon to reconvene into Regular Session. **MOTION APPROVED UNANIMOUSLY.**

COUNCIL COMMENTS:

Councilmember Sigmon expressed appreciation to all for attending the meeting this evening.

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

Catherine A. Goings, Mayor

Approved: July 5, 2018

Annette M. Wright, City Clerk