

JULY 5, 2018

The Clarksburg City Council met in REGULAR SESSION on Thursday, July 5, 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
Ryan Kennedy
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

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

MOTION by Vice Mayor Malfregeot, **SECONDED** by Councilmember Sigmon for approval of the minutes of the Regular session of Council held on June 21, 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
July 5, 2018
Submitted by Martin G. Howe**

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| General Updates |
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1. Sidewalk Program – As of Thursday, July 5th, twenty-nine (29) applications have been distributed and eleven (11) applications have been returned totaling \$20,465.00 towards the \$30,000 budgeted.
2. Road Slippage –
 - a) Administration is continuing to work with FEMA and meeting on a weekly basis as well as providing a significant amount of data.
 - b) Winding Way – CEC Consulting is currently conducting Core Drilling and the roadway will be closed to through traffic during core drilling.
 - c) Ascension/Brannon – Hornor Bros. Engineering will be conducting core drilling July 11th.
3. 2018 Paving Program – The City is in its 2nd year of the 17 year paving program.
 - a) Bid Opening – Held Thursday, June 28th at 2:00 p.m. in City Manager’s Conference Room, two (2) contractors were present. Bear Contracting was the low bidder in an amount of \$798,890.35. Recommend Council award the bid for a total of \$688,782.10 which will be funded from \$450,000 Levy Fund, \$150,000 TIF Fund and \$88,782.10 Park Board.
4. Service Line Warranties of America (SLWA) – With our on-going partnership with SLVA the waterline protection service mailing went out July 3rd and an additional mailing July 17th.
5. LCAP - CVC has completed 8% of the project to date based on pay applications.
 - a) All temporary fencing has been installed
 - b) Some under-drains have been installed
 - c) Pond 1 - cleanup and upgrading is complete
 - d) Pond 2 - excavation has started

Per Catherine Guynn - based on the situation over this past weekend CVC lost their insurance provider. She has since stopped all LCAP work until CVC obtains new insurance; their deadline is July 11, 2018 to provide the updated certificate of Insurance.

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| Economic Development |
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1. Robinson Grand Performing Arts Center –
 - a) Construction Update –
 - i. Drywall installation is 98% complete in the West Addition.
 - ii. Painting in the Main Theatre Building is approximately 95% complete.
 - iii. Storefront installation in Lobby is approximately 98% complete.
 - iv. Light Fixture installation in Main Theatre Building is approximately 95% complete.
 - v. Floor installation in Bar is approximately 98% complete.
 - vi. Installation of “sky” mural in Ballroom is complete.

Police and Fire

1. 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 Tuesday, June 19th to Wednesday, July 4th there have been 14 traffic stops, 42 miscellaneous incidents, five warrants served, contact made with 14 suspicious persons, five arrests and one juvenile petition served.
- b) Police Academy – Two (2) officers – Ganci and Johnson will be graduating from State Police Academy on Friday, July 20th. They will then return to complete the FTO (Field Training Officer) 12-week program.

FOIA

- 1. FOIA request from Amanda Jimenez of NTIS, Inc. dated Tuesday, June 19th (received on Friday, June 22nd) requesting all records relating to 151 Liberty Avenue for the past five (5) years. A response was provided on Tuesday, June 26th that no records were in existence for the requested property.

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 CITY OF CLARKSBURG dba ROBINSON GRAND
PERFORMING ARTS CENTER, 444 WEST PIKE STREET – RETURNED TO
APPLICANT ON JUNE 29, 2018

UNFINISHED BUSINESS: NONE

NEW BUSINESS:

A. CONSIDERATION OF A RESOLUTION OF THE COUNCIL OF THE CITY OF CLARKSBURG RENEWING THE EMPLOYMENT CONTRACT DATED JULY 5, 2018 BETWEEN THE CITY OF CLARKSBURG AND MARTIN HOWE AND ADOPTING A NEW EMPLOYMENT CONTRACT DATED JULY 5, 2018

MOTION by Councilmember Ferrari, **SECONDED** by Councilmember Goff for adoption of the above-captioned resolution. Under discussion, Councilmember Kennedy remarked that the salary of \$131,000 to \$138,000 was a lot of money, especially for Clarksburg, but noted that the goals set for the City Manager had been met and that he supported the resolution. **MOTION APPROVED UNANIMOUSLY.**

B. CONSIDERATION OF AWARDED BID FOR MILLING AND PAVING CITY STREETS AND ALLEYS WITH FUNDING THEREFOR TO COME FROM THE GENERAL FUND, TIF FUND AND PARK BOARD

MOTION by Vice Mayor Malfregeot, **SECONDED** by Councilmember Sigmon to award said contract to Bear Contracting, LLC with \$450,000 from the Levy Fund, \$150,000 from the TIF Fund and \$88,782.10 from the Park Board. **MOTION APPROVED UNANIMOUSLY.**

C. CONSIDERATION OF APPOINTMENTS TO THE CLARKSBURG DEVELOPMENT AUTHORITY

MOTION by Councilmember Ferrari, **SECONDED** by Councilmember Goff to reappoint J. Patrick Shaffer, Roy Randolph and Martin Howe to the Clarksburg Development Authority. **MOTION APPROVED UNANIMOUSLY.**

COUNCIL COMMENTS:

- Mayor Goings: Announced that the In Sync Drug Walk would be held on Tuesday, July 10th at 5:30 p.m. in the North View area and invited all to participate; advised of a picture donated to our archives by Mr. William Shackelford of Arizona; congratulated City Clerk Annette Wright on receiving the Master Municipal Clerk designation.
- Vice Mayor Malfregeot: Noted the recently demolished old American Red Cross building and the improvement the same has made to the area; commended the CPD on the handling of an incident on Saturday wherein much property damage was done and also congratulated City Clerk Wright on her MMC designation.
- Councilmember Sigmon: Also expressed congratulations to the City Clerk; noted that his class reunion would be one of the first events to be held at the Robinson Grand Performing Arts Center.
- Councilmember Bowden: Informed of the well-attended Wheeling Symphony event; informed that tickets would soon be on sale for Season 3 of the Grand Performances and noted that next year the performances would be held at the Robinson Grand.
- Councilmember Kennedy: Expressed congratulatory remarks to the City Clerk and the CAT Team; informed of a concern with handicapped parking availability at the Wheeling Symphony event and requested that Mr. Howe and the Park Board work on the same.
- Councilmember Goff: Also commended City Clerk Wright, as well as the City Manager and the Chief on the CAT shift and the CPD on the handling of the City incident noting that they may have saved many lives.
- Councilmember Ferrari: Congratulated City Clerk Wright on earning the MMC designation; expressed his enthusiasm with the resolution in support of the City Manager's contract commenting on Mr. Howe's favorable job performance.
- Mr. Ferrari inquired as to the sidewalk program suggesting that monies allotted therefor be used for paving should there be no further sidewalk applications made with Mr. Howe stating that there were still applications out.
- City Clerk Wright: Informed of the July 11th Harrison County Mayors' Association meeting to be held at Clarksburg City Hall at 6:00 p.m. and invited Council to attend the reception in honor of Mayor DeMarco's final meeting with the Association.

There being no further business to come before Council, the meeting was adjourned.

Catherine A. Goings, Mayor

Approved: July 19, 2018

Annette M. Wright, City Clerk