



OFFICE OF
CITY MANAGER

CITY OF CLARKSBURG

WEST VIRGINIA

Manager's Report

April 21, 2016

Submitted by Martin G. Howe

General Updates

1. EPA – Administration had a meeting with EPA Officials to review the Fourco Glass Property site, which will be included on the National Priorities List (NPL). There will be an Availability Session for the public on Tuesday, May 24th from 7-8pm at the North View Fire Station.
2. MonPower has scheduled a planned power outage for the Stealey area Saturday, April 23, 2016 between 6:00a.m. and 10:00a.m. MonPower will be connecting and energizing a mobile substation in order to perform maintenance/repair to a transformer. Approximately 1,370 customers will be affected.
3. Surplus Vehicles – Eighteen (18) surplus vehicles were posted online with govdeals.com. Auction began Monday, April 18th and concludes on Friday, April 29th.
4. Sidewalk Improvement Program – The City will begin accepting applications for the 2016 program on Monday, May 2, 2016 through Wednesday, June 1, 2016. Applications will be available in the Code Enforcement Office. All projects must be completed by July 30, 2016.
5. Parill Court Fire – 319 and 321 Parill Court – total cost for fire was \$20,830.96, excluding expense from Fire Department. The owner's will be responsible for \$20,830.96. Total for each consists of \$5,441.00 for contractor and approximately \$15,389.96 for tipping fees.
6. Jackson Square Restroom Renovation –
 - a) Advertising Wednesday, April 27th and Wednesday, May 4th.
 - b) Mandatory Pre-Bid Meeting – Wednesday, May 11th at 2 pm.
 - c) Bid Opening – Wednesday, May 18th at 2 pm.
 - d) City Council will consider awarding bid Wednesday, May 18th.

Economic Development

Lowndes Hill/Sycamore Street Project –

- a) Lowndes Hill Project Bid was held on Thursday, April 21st at 2:00 p.m. Four (4) bids were received. The engineer and administration are currently evaluating the bids.
- b) Sycamore Street Bridge Bid opening is Thursday, April 28th at 2:00 p.m.
- c) Council to consider awarding bids for both projects in May.

FOIA Requests

1. A FOIA request was submitted on Friday, April 8th (received Monday, April 11th) by Martin Shaffer for information regarding legal fees for the years 2013 – 2016 and insurance expenses for the years 2011 – 2016. A response was provided to him on Friday, April 15th. This information will be made available on Friday, April 22nd.
2. A FOIA request was submitted on Sunday, April 10th (received Monday, April 11th) by Martin Shaffer for information pertaining to the FOIA's. A response was provided to him on Friday, April 15th. This information was made available on Tuesday, April 19th and Mr. Shaffer did not appear to review the information he requested. This information has been placed back into filing.