



OFFICE OF
CITY MANAGER

CITY OF CLARKSBURG

WEST VIRGINIA

Manager's Report

August 18, 2016

Submitted by Martin G. Howe

General Updates

1. Demolition – Contract signing for all three (3) contracts was conducted on Thursday, August 4th.
 - a) Contracts 1 & 2 - Reclaim will begin asbestos abatement Tuesday, September 6th and demolition will begin immediately after.
 - b) Contract 3 - Empire Builders will begin on Monday, August 22nd.
2. 2016 Milling and Paving – The Bid was held on Wednesday, August 17 at 2:00 p.m. There were three (3) contractors whom submitted bids. The Administration recommends Council award the contract to J. F. Allen in the amount of \$559,558.80. Funds to be utilized will be as follows: Levy Fund \$480,000, TIF Funds \$65,029.80 and Clarksburg-Harrison Housing Authority \$14,529.
3. Waldomore – Several Change Orders were approved by the City and Library. The one significant approval was for \$61,120.00 which was for 1st floor structure repair, excavation of underneath and the addition of a subfloor being installed. The Change Orders were also authorized by WV SHPO.
4. Lowndes Hill Project – Bear Contracting has begun repairs to existing retaining walls on the northern portion of the project. Traffic signals have been installed for traffic control.
5. Sycamore Street Project – Contractor has installed all traffic detour signage and closed bridge as of yesterday, Wednesday, August 17th. The construction process of the bridge began yesterday afternoon.
6. YMCA – An RFP (Request for Proposal) was sent out to all banks within the County requesting taxable financing proposals for various terms from seven (7) to fifteen (15) years for HVAC system. The proposals are due Friday, September 9, 2016 at 12 pm.
7. Salt/Cinders – Signed agreement for the purchase for 1,000 tons at \$79.57/ton delivered from Compass Minerals.
8. WV DOH – Yesterday, August 17th, Mayor Goings, Assistant City Manager and myself met with District Supervisor Ray Urse and discussed numerous DOH projects throughout our City.

Economic Development

1. Robinson Grand Performing Arts Center –
 - a) Asbestos Abatement – Cirra and Associates completed the environmental abatement on all structures within the project as of August 1, 2016.
 - b) Economic Impact Analysis – Dr. Deskins, WVU Business & Economic – on Wednesday, August 24th at 9:00 a.m. will be presenting the Economic Impact Analysis of the Robinson Grand on Harrison County.
2. Clarksburg Credit Union – Contract was awarded to Veritas in the amount of \$498,483 for the construction of the new Credit Union located at Pike Street and 4th Street. The construction is to begin the week of August 22nd and estimated to take 6-8 months to complete.

3. Ribbon Cuttings –

- a) New Life Massage Therapy located at 1526 W. Pike Street, Thursday, August 25th at 12 noon.
- b) Sprint located at 474 Emily Drive, Wednesday, September 7th at 12 noon.
- c) Family of Marital Counseling Center located at 613 W. Pike Street, Friday, September 16th at 12 noon.

Boards/Commissions

Clarksburg-Harrison Regional Housing Authority – The City Manager’s appointments to the Clarksburg-Harrison Regional Housing Authority are Marcel Malfregeot and Delores Jackson. These appointments are on Council’s agenda under new business for confirmation.

Sanitary Board

Equipment Purchases – On Thursday, August 9th, Sanitary Board authorized the purchase of:

- a) 16,000 GVW 4x4 Dump Truck
- b) Three (3) natural gas emergency generators for three (3) Sanitary Lift Station locations.

Police & Fire

Police –

1. Body Camera’s – Forty-Eight (48) Watch Guard body cameras have been ordered and received. The total cost was \$38,880. Funding utilized consisted of \$13,053 from the U.S. Department of Justice, \$12,000 from the Asset Forfeiture Fund and \$13,827 from the Police Fire Escrow Account.
2. Police Civil Service Commission – Held its meeting on Wednesday, August 17th to begin the process of beginning an eligibility list.
 - a) The Administration requested that a new eligibility list be started.
 - b) The advertisements will begin Sunday, August 21st – Friday, September 9th. The physical ability test will be held at RCB High School on Saturday, September 10th at 10 am. The written test will be conducted on Wednesday, September 28th at 6pm at the Senior Center for those whom successfully passed the physical ability test.
3. Police Force is currently at 43 which includes the 5 candidates that are expected to graduate from the Police Academy in October. We also have one (1) candidate which will return to the academy in September. We are budgeted at 46 officers.

FOIA

1. Francie Floyd submitted a FOIA request July 21 requesting information on the investigation of Officer Scott Vinson. Denied request until Civil Service Hearing was afforded. Information was provided as of Monday, August 8th.
2. Roncie Bohanna submitted a FOIA request dated Monday, August 1st requesting all Certificates of Occupancy Inspections in reference to 107 S. Florence Street. City responded there were no records associated with such address.

Events

1. 28th Annual WV Italian Heritage Festival Pasta Cook-off on Saturday, August 27th with tasting beginning at noon in Jackson Square.
2. 38th Annual WV Italian Heritage Festival begins Friday, September 2nd through Sunday September 4th.
3. Black Heritage Festival begins Friday, September 9th through Sunday, September 11th.