

COUNCIL MEETING PACKET

Regular Meeting of the Clarksburg City Council

CITY OF CLARKSBURG

DECEMBER 4, 2025

6:00 p.m.- Regular Session

Council Chambers



- **Mayor Jim Malfreot**
- **Vice Mayor Jerry Riffle**
- **Councilmember Ryan Deems**
- **Councilmember Martin Howe**
- **Councilmember Will Hyman**
- **Councilmember Marc Jackson**
- **Councilmember Wayne Worth**
- * **Tiffany Fell, City Manager**
- * **Annette Wright, City Clerk**
- * **Richard Marsh, City Attorney**

**Clarksburg Municipal Building
222 West Main Street
Clarksburg, WV 26301
304-624-1673**



**City of Clarksburg
Meeting Agenda
December 4, 2025 – Council Meeting – 6:00 pm**

Agenda for the regular meeting of Council in the City of Clarksburg to be held **Thursday, December 4, 2025**, in the Clarksburg Municipal Building – Council Chambers, 222 W. Main Street, Clarksburg, West Virginia at 6:00 pm

Order of Business

- 1) Roll Call
- 2) Prayer and Pledge (Councilmember Worth)
- 3) Presentations:
 - a) Recognition – Liberty Middle School Football Team
 - b) Proclamation Presentation – “50th Anniversary” of the Clarksburg-Harrison Public Library Building
- 4) Approval of Minutes:
Regular Session – November 18, 2025
- 5) Petitions, Communications and Public Hearings
- 6) City Manager's Report
- 7) Unfinished Business
- 8) New Business:
 - a) Consideration of emergency repair to the elevator in the parking garage
 - b) Consideration of downtown free parking in December
 - c) Consideration of honoring James D. LaRosa
- 9) Council Comments
- 10) Adjournment

NOVEMBER 18, 2025

The Clarksburg City Council met in REGULAR SESSION on Tuesday, November 18, 2025 at 6:00 p.m. at the Clarksburg Municipal Building – Council Chambers, 222 West Main Street, Clarksburg, West Virginia, with Mayor Malfregeot presiding.

PRESENT:

Councilmember Ryan Deems
Councilmember Martin Howe
Councilmember Will Hyman
Councilmember Marc Jackson
Councilmember Wayne Worth
Vice Mayor Jerry Riffle
Mayor James Malfregeot

ALSO PRESENT:

Tiffany Fell, City Manager
Richard Marsh, City Attorney
Annette Wright, City Clerk

- 1) Roll Call
- 2) Prayer & Pledge – given by Councilmember Jackson

Proclamation Presentation – Mayor Malfregeot presented a proclamation to Maria Jenkins with WV ARC proclaiming December 3rd as “International Day of Persons with Disabilities.”

- 3) **Motion** by Councilmember Hyman, **Seconded** by Vice Mayor Riffle for approval of the minutes of the regular session of Council held on November 6, 2025. **Motion Approved Unanimously.**

Motion by Councilmember Hyman, **Seconded** by Councilmember Jackson for approval of the minutes of the special session of Council held on November 12, 2025. **Motion Approved Unanimously.**

- 4) Petitions, Communications, and Public Hearings:

George McQuain Jr., Cedar Street – appeared before Council noting that he was here at the last meeting requesting that the Broad Oaks bridge be named after his father and that he was upset about the write-up regarding the same. Mr. McQuain remarked that the citizens of Broad Oaks believe that the bridge should be named after someone who was raised and cared about Broad Oaks.

- 5) Unfinished Business: None.

(Deviating from the agenda)

- g) Status update regarding internal investigation regarding allegations against the City Manager *(Executive Session Anticipated)*
- h) Consideration of personnel matters pertaining to the City Manager *(Executive Session Anticipated)*

Motion By: Councilmember Howe
Seconded By: Councilmember Hyman

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 Council and reserving the right to call others into session, as necessary. **Motion Approved Unanimously.**

Concluding with executive session,

Motion By: Councilmember Deems
Seconded By: Councilmember Howe

To reconvene into regular session. **Motion Approved Unanimously.**

(Returning to the order of the agenda)

6) New Business:

- a) **To conduct a Public Hearing regarding a Tax Increment Financing Application with respect to the proposed amendment to the boundaries and amendment to the Project Plan of the City of Clarksburg Redevelopment District No. 1; (ii) the adoption of a Resolution approving submission of the TIF Application to the West Virginia Division of Economic Development; and (iii) the approval of other items in connection therewith**

With notices regarding the public hearing appearing in *The Exponent Telegram* on November 5, 2025 and November 12, 2025, respectively, and City Manager Tiffany Fell recusing herself and exiting the room due to a potential conflict of interest, Mayor Malfregeot declared the public hearing open. With no one appearing therefore, the public hearing was closed.

- b) **To conduct a Public Hearing regarding a Tax Increment Financing Application with respect to the proposed creation of the City of Clarksburg Redevelopment District No. 2 – Waldo Hotel and the proposed Project Plan therefore; (ii) the adoption of a Resolution approving submission of the TIF Application to the West Virginia Division of Economic Development; and (iii) the approval of other items in connection therewith**

With notices regarding the public hearing appearing in *The Exponent Telegram* on November 5, 2025 and November 12, 2025, respectively, and City Manager Tiffany Fell recusing herself and exiting the room due to a potential conflict of interest, Mayor Malfregeot declared the public hearing open. With no one appearing therefore, the public hearing was closed.

- c) **To conduct a Public Hearing regarding a Tax Increment Financing Application with respect to the proposed creation of the City of Clarksburg Redevelopment District No. 3 – Goff Building and the proposed Project Plan therefore; (ii) the adoption of a Resolution approving submission of the TIF Application to the West Virginia Division of Economic Development; and (iii) the approval of other items in connection therewith**

With notices regarding the public hearing appearing in *The Exponent Telegram* on November 5, 2025 and November 12, 2025, respectively, and City Manager Tiffany Fell recusing herself and exiting the room due to a potential conflict of interest, Mayor Malfregeot declared the public hearing open. With no one appearing therefore, the public hearing was closed.

- d) **To consider and act upon a proposed Resolution which would approve (i) the Tax Increment Financing Application with respect to the proposed amendment to the boundaries and amendment to the Project Plan of the City of Clarksburg Redevelopment District No. 1; (ii) the submission of the TIF Application to the West Virginia Division of Economic Development for consideration of approval; and (iii) the approval of other items in connection therewith**

Motion By: Vice Mayor Riffle

Seconded By: Councilmember Jackson

For approval of the above-captioned resolution. **Motion Approved Unanimously.** (Note: City Manager Fell remained excused from the meeting room during discussion and consideration of the above-captioned resolution).

- e) **To consider and act upon a proposed Resolution which would approve (i) the Tax Increment Financing Application with respect to the proposed amendment to the boundaries and amendment to the Project Plan of the City of Clarksburg Redevelopment District No. 2 – Waldo Hotel and the proposed Project Plan therefore; (ii) the submission of the TIF Application to the West Virginia Division of Economic Development for consideration of approval; and (iii) the approval of a Construction Bidding Memorandum of Understanding for the Project Plan and other items in connection therewith**

Motion By: Vice Mayor Riffle

Seconded By: Councilmember Jackson

For approval of the above-captioned resolution. During discussion, Councilmember Howe inquired if the application contemplated monies going to the developer with Attorney Tom Aman stating that it authorizes some sort of funding agreement to set aside those monies into a separate fund. Concluding discussion, **Motion Approved Unanimously.** *(Note: City Manager Fell remained excused from the meeting room during discussion and consideration of the above-captioned resolution).*

- f) **To consider and act upon a proposed Resolution which would approve (i) the Tax Increment Financing Application with respect to the proposed amendment to the boundaries and amendment to the Project Plan of the City of Clarksburg Redevelopment District No. 3 – Goff Building and the proposed Project Plan therefore; (ii) the submission of the TIF Application to the West Virginia Division of Economic Development for consideration of approval; and (iii) the approval of a Construction Bidding Memorandum of Understanding for the Project Plan and other items in connection therewith**

Motion By: Vice Mayor Riffle

Seconded By: Councilmember Jackson

For approval of the above-captioned resolution. During discussion, Councilmember Howe inquired as to an ordinance with Attorney Tom Aman confirming that when and, if approved, an ordinance would come before Council. **Motion Approved Unanimously.** *(Note: City Manager Fell remained excused from the meeting room during discussion and consideration of the above-captioned resolution).*

- 7) Council Comments – Councilmember Deems remarked on the North View neighborhood sign and expressed appreciation to all involved therewith and wished all a Happy Thanksgiving. Councilmember Hyman noted this rescheduled meeting date due to the upcoming NLC Conference and wished all a Happy and blessed Thanksgiving. Councilmember Worth informed of an email from a member of the RCB Marching Band requesting funding assistance to participate in the parade in Washington, D.C. and suggested that the matter be placed on a work session agenda and wished all a Happy Thanksgiving. Councilmember Howe referenced the positive happenings within the City noting the \$135 million infrastructure investment, as well as B&O to the City associated with such projects. Councilmember Howe commented on the beautiful new North View neighborhood sign and noted the bidding limit requirements. With regard to the YMCA, Councilmember Howe stated that it was his understanding that the facility was going to be used for the swimmers/swim teams only at this time and expressed the need to have discussions regarding the funding of the facility noting that ARPA funds have been earmarked for the splash pad to be located in Nutter Fort. City Manager Fell stated that the earmarked funds had to be used for the splash pad but that the interest off the APRA funds could be used for the YMCA. Councilmember Howe asked that we keep Pat SanJulian in our prayers as he has been admitted to the hospital. Vice Mayor Riffle stated that he wanted the City Manager to put together a business retention committee. Vice Mayor Riffle opined that we do not do enough for our youth and that he wanted to set up a work session with the Park Board in the near future. Mayor Malfregeot closed by reminding all that if they see something to say something and wished all a Happy Thanksgiving.

There being no further business to come before Council, **Motion** by Councilmember Hyman, **Seconded** by Councilmember Howe and **Approved Unanimously** for adjournment.

James L. Malfregeot, Mayor

APPROVED: December 4, 2025

Annette Wright, City Clerk