

**AUGUST 7, 2025**

The Clarksburg City Council met in REGULAR SESSION on Thursday, August 7, 2025 at 6:00 p.m. at the Clarksburg Municipal Building – Council Chambers, 222 West Main Street, Clarksburg, West Virginia, with Vice Mayor Riffle presiding.

**PRESENT:**

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

**ALSO PRESENT:**

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

**ABSENT:**

Mayor James Malfregeot

- 1) Roll Call
- 2) Prayer & Pledge – given by Councilmember Jackson
- 3) **Motion** by Councilmember Worth, **Seconded** by Councilmember Howe for approval of the minutes of the conference (work) session of Council held on July 17, 2025. **Motion Approved Unanimously.**

**Motion** by Councilmember Howe, **Seconded** by Councilmember Worth for approval of the minutes of the regular session of Council held on July 17, 2025. **Motion Approved Unanimously.**

**Motion** by Councilmember Worth **Seconded** by Councilmember Howe for approval of the minutes of the special session of Council held on July 31, 2025. **Motion Approved Unanimously.**

- 4) Petitions, Communications, and Public Hearings:

**Andrea Myerberg**, 521 South 5<sup>th</sup> Street – commended Council and the Administration for the work being performed in the City to update the infrastructure.

**Shaun Jedju**, 409 Haymond Highway– appeared before Council concerning the City cemeteries stating that a non-profit organization runs on funds and inquired if the City would be interested in taking over the grass cutting of the cemeteries.

- 5) City Manager's Report:

City Manager's Report  
August 7<sup>th</sup>, 2025  
Submitted by Tiffany Fell

**City Parks**

**VA Park**

- Grounds Maintenance: Crews are actively maintaining Veterans Park and surrounding neighborhood parks. While recent staff vacations impacted manpower, operations continued smoothly without disruption.

- Pool Repairs: Two issues were resolved promptly — the slide pump was rebuilt and recalibrated, and new breakers with a bypass were installed to fix the splash pad's electrical issue.
- Vehicle: Purchased new vehicle for Va crew – Mowing, towing and other park related duties.
- Special Events:
  - Added WV Italian Heritage Festival 5K August 9<sup>th</sup>
  - Added new concert at the AMP – Wednesday August 20<sup>th</sup> – CLARKSBURG APPRECIATION DAY. Queen City Funk and Soul – FREE Event. Free Hotdogs – show the appreciation of the support from the citizens of Clarksburg.
  - Pepperoni Roll 5K added for September.
- Pool Season Ending:
  - Final Public Day: Saturday, August 16
  - Pools for Drools Dog Day Event: United Way fundraiser on August 17, 1–4 PM.

### **Clarksburg Amphitheater**

- **Concert Events Remaining**
  - *Byron Cooper and Flight 66 band – August 2<sup>nd</sup> – FREE EVENT*
  - *Trivia Night at the Park - August 9<sup>th</sup>*
  - *Shakespeare in the Park – MacBeth August 10<sup>th</sup>*
  - *We The Kingdom – August 17<sup>th</sup> – ticketed show*
  - *Queen City Funk and Soul – August 20<sup>th</sup> – FREE EVENT (Appreciation Day)*
  - *Yacht Rock Revue – Friday September 19<sup>th</sup> – Ticketed Event*
  - *Stephen Wilson Jr. – Saturday October 4<sup>th</sup> – Ticketed Event*

### **Splash Zone & Mini Golf**

- River Walk – Both Morning and Evening have been successful. Nice to see the participation and the want to exercise. Weather has been cooperative for most of the year with regards to opening or closing. Highlights to two staff members - Barb Cain and Mike Fazzini have brought a strong leadership presence, improving both staff performance and facility presentation making it one of the most successful seasons as far as safety, customer service and overall appearance.

### **Clarksburg City Park**

- Drainage Project: Received estimates from Huffman Construction for repairs near the indoor baseball facility.
- Field Use & Maintenance:
  - Pony League and Soccer are on break until August/September.
  - Plans in place to remove grass and revitalize infields using the skid steer.
- Indoor Facility: Still seeing use during inclement weather and extreme heat.
- Fall Prep:
  - Salem returns next month for preseason training.
  - Home plate issues due to normal wear and tear throughout the year. Contracted Vasco Services to come and repair the area before the fall program with Salem University. October – the field will be groomed again before winter sets.
- Maintenance Staffing: Both full- and part-time crews continue working on the grounds and will transition to a consistent schedule as the weather stabilizes.

### **Code Enforcement/Projects**

- Condemnation/Demo
  - Started compiling the next list for demolition contracts
- Grant work
  - Compiling paperwork for continuation of the Demo Grant
- Sanitary Board
  - Board Meeting
  - Progress meetings concerning Main St and Pike St Project
- Meetings
  - Council
  - Internal Staff meetings
  - Progress meeting with Hope, CWB, and us for Pike and Main Projects
  - LRA Property reviews

- o Parking Authority
- o Traffic Commission
- General Code
  - o Building Permit – 82
  - o Total Job Cost - \$761,663.74
  - o Fees Collected - \$10,496
  - o Notice of Violations – 528
  - o Citations – 31
  - o Condemnation Orders – 10
  - o Work Orders – 62
  - o Demolition Orders - 0
  - o CAD Complaints – 0
  - o Residential Inspections – 35
  - o Commercial Inspections - 3
- Other
  - o All Inspectors – Keeping Daily Logs / Reviewed Each Week.
  - o All Vacant / Condemned Properties Checked Weekly.
  - o Ongoing inspections of Hope Gas Training facility
  - o 2 MS4 Inspections
  - o Removed 20 illegal signs
  - o 6 vehicles tagged
  - o More NOVs In-Process.
  - o 2 FOIA Request

Our floodplain coordinator was sent to help assist Homeland Security with assessment of flood damage in Ohio County, WV.

**Finance Department**

**July Collections**

- B&O Taxes \$999,529.39
- Hotel Tax \$35,350.05
- License Fees & Penalties \$10,734.12
- Police Citations - \$6,388.66
- Dog Tax from Assessor \$
- Use & Occupancy Fees \$540.00
- Building Permit Fees \$10,887
- Annual Excavation Permits - \$20,000
- Miscellaneous Permit Fees \$
- Compost Center Fees \$190
- Payment Agreements \$2,502.65
- Late Payment Penalty \$1,015.21
- Vacant Property Registration Fees \$25
- Grass/Weeds/Garbage Removal - \$2,320
- BOCA Fines - \$0
- Board Ups - \$0
- Electrical Inspection Fees - \$0
- Fire Service Fees - \$160,419.40
- Fire Service Fee Lien Payments - \$2,594.11
- Planning Commission Fees - \$0
- Sale of Accident Reports - \$910
- Demolition Revenue - \$5,018.06
- Burn Permit Fees - \$40
- Response & Rescue Billing - \$11,150
- Fingerprinting - \$0
- Animal Control Trap Fee - \$0
- Donations -\$0
- prepared and sent first Budget revisions for FY 2025-2026 to State Auditor's office after Council approved.

## Fire Department

City of Clarksburg Fire Department  
Incident Type Report by Date  
7/1/2025 - 7/31/2025

| Incident Type  | Total Incidents | CFD Calls By NFIRS Category          |
|--|-----------------|--------------------------------------|
| 111 Building fire                                    | 2               | Fire 6                               |
| 113 Cooking fire, confined to container              | 1               | Overpressure / Explosion (no fire) 0 |
| 123 Fire in portable building, listed location       | 1               | Rescue/EHS 155                       |
| 131 Passenger vehicle fire                           | 1               | Hazardous Condition (no fire) 10     |
| 142 Brush or brush-and-grass mixture fire            | 1               | Service Call 6                       |
| 300 Rescue, EMS incident, other                      | 1               | Cancelled / Good Intent 40           |
| 311 Medical assist, assist EMS crew                  | 135             | False Alarm / False Call 29          |
| 321 EMS call, excluding vehicle accident with injury | 48              | Severe Weather 0                     |
| 322 Motor vehicle accident with injury               | 4               |                                      |
| 323 Motor vehicle/pedestrian accident (I/N/Ped)      | 1               |                                      |
| 324 Motor vehicle accident with no injuries          | 4               |                                      |
| 331 Lock-in (if lock-out, use 511)                   | 1               |                                      |
| 353 Removal of victim(s) from stalled elevator       | 2               |                                      |
| 412 Gas leak (natural gas or LPG)                    | 3               |                                      |
| 424 Carbon monoxide incident                         | 3               |                                      |
| 444 Power line down                                  | 4               |                                      |
| 445 Arcing, shorted electrical equipment             | 1               |                                      |
| 461 Building or structure weakened or collapsed      | 1               |                                      |
| 511 Lock-Out   | 2               |                                      |
| 531 Smoke or odor removal                            | 1               |                                      |
| 542 Animal rescue                                    | 1               |                                      |
| 551 Assist police or other governmental agency       | 2               |                                      |
| 554 Assist evaled                                    | 2               |                                      |
| 600 Good intent call, other                          | 2               |                                      |
| 611 Dispatched & canceled en route                   | 1               |                                      |
| 622 No incident found on arrival at dispatch address | 31              |                                      |
| 651 Smoke scare, odor of smoke                       | 4               |                                      |
| 652 Steam, vapor, fog or dust thought to be smoke    | 2               |                                      |
| 671 HazMat release investigation with no HazMat      | 1               |                                      |
| 700 False alarm or false call, other                 | 1               |                                      |
| 735 Alarm system sounded due to malfunction          | 2               |                                      |
| 736 CO detector activation due to malfunction        | 6               |                                      |
| 745 Alarm system activation, no fire - unintentional | 1               |                                      |
| 746 Carbon monoxide detector activation, no CO       | 19              |                                      |
|  | 1               |                                      |
|  | 269             |                                      |
| Total Number of Incidents:                           | 269             |                                      |
| Total Number of Incident Types:                      | 34              |                                      |

  

| CFD Calls by NFIRS Category        | Count |
|------------------------------------|-------|
| Severe Weather                     | 0     |
| False Alarm / False Call           | 29    |
| Cancelled / Good Intent            | 40    |
| Service Call                       | 6     |
| Hazardous Condition (no fire)      | 10    |
| Rescue/EHS                         | 155   |
| Overpressure / Explosion (no fire) | 0     |
| Fire                               | 6     |

## Grants & Community Development

### ➤ Support of Current Initiatives and Funding Opportunities

- Conducted presentation/training webinar at the request of GSA OSBDU.
- Supported research and presentation for work session meeting with HCBOE for consideration of WI, North View and Hite Field.
- Met with two developers for spaces downtown.
- Completed reporting and updates for CDS for Fire and Police.
- Notified that CDS 2026 request for Fire (Council Approved) approved by Committee.
- Accepted speaking engagement for USDVA for WICHE International Conference for Veteran Suicide Prevention in Denver Colorado.
- Continue to support LRA pursuits and projects. Drafted LRA strategic documents.
- Supported review and update of TIF application funding and met with team regarding updates.
- New logistics company signed long term lease for space downtown.
- Received "Notice to Proceed" for Fire Department CDS 2024 Award. Worked with Chief and DC to complete Action Plan and sole source approvals from Council. Received guidance on budget allocation modifications from CO. (In Progress). Submitted information for modification and awaiting information to update budget for approval.
- Highlighting businesses across the City while updating social media coverage.
- Toured property of interested developer for downtown and prepared documents for funding for redevelopment.
- Country Kitchen and Frog Coffee will begin development in June 2026. Structural engineering report in progress. Vendors have decided to delay opening until Spring 2026 due to downtown construction and niche business model. Funding has been secured for the entire rehabilitation project.
- Continue to discuss internship and growth opportunities with Pierpont.
- Established an internship program with Salem University. Further discussions about partnership opportunities for growth of programs and support continue. Met with Salem parties to further relationship with expansion potential.
- Worked with Waldo team to establish funding stacks and to initiate utilities.
- Worked with Linden Grade School developers for potential residents for long term leasing in redevelopment support.
- Filed quarterly reports for WV First Foundation Grant Award. Supported review of applicants for Outreach Liaison and Social Worker positions.
- Met with local business owner to discuss TIF District, funding opportunities, and other issues (i.e. parking, noise, incentives, business development for vacant space). Provided resources and will continue to support growth and development.

- Supported Community BBQ in Goff Plaza.
  - Met with healthcare organization Board of Governors interested in expansion and toured narrowed scope of buildings downtown with building owners.
  - Continued development of several projects to support revitalization of downtown and further community support initiatives.
- Meetings & Updates
- Worked with Public Works for utility initiation for major project downtown.
  - Coordinated efforts between businesses and internship opportunities.
  - Redevelopment of the City website continues.
  - Continuing to identify needs lists from each department to provide ongoing support.
  - Met with federal liaison regarding ongoing initiatives in downtown.
  - Continued efforts on drafts of Community Engagement Plan, Beautification Plan, Social Services Plan, and Cultural and Arts Designations.
- Imminent
- Updates for Council regarding awards and funding.
  - Continue working to identify funding and to support active projects.
  - Continue working with community to engage and support community initiatives.
  - Continue to support Department Directors in funding identification, requests, and management of funding projects.
  - Continue to support the advancement of City of Clarksburg's growth and development.

**New Submissions**

Submitted two CDS funding proposals (Police & Fire)- notified that both have been approved for full committee approval by Senator Capito.

**Current Active List**

Assistance to Firefighters (Competitive)- SCBAs- First draw received. Desktop audit complete and passed.

DOJ Cops (Competitive)- Ebike- Closed grant.

DOJ Cops (Competitive)- Staffing- reports filed – unable to spend due to staffing.

Splashpad Grant (Competitive)- All documentation has been forwarded to Governor's office and notice to proceed anticipated in October (25). Followed up with contact and again advised notice anticipated in October.

USDA (Competitive)- Tubgrinder delivered, draw and progress report submitted, Outreach partnerships established and will complete outreach in the spring (weather). Reached out to WVU and awaiting scheduling for outreach.

DLAP Demo (Competitive) - demolition and reports in good standing.- Jason Lane coordinating demos and documentation. Awaiting next award notification.

WVDOT- Glen Elk Sidewalk (Competitive) - Received approval to reallocate funding to the Rail Trail Grant.

Motocross Bicycle Grant- (Competitive) Project site relocation recommended by CO. Awaiting response and approval for next steps. Reached out to HCBOE to discuss relocation.

Rail Trail- Jason Lane- In progress

Demolition Grant Round II (Competitive) - Submitted- notice anticipated 5/2025

WV BRICS -Code Training (Competitive)- Received notification for resubmission request. Grant submitted by prior personnel does not align with project narrative. ("Request deemed grossly disproportionate with narrative and professional standards.") Addressed narrative and budget for grant submission to be cohesive with requirements. Preliminary award of 84,600 as approved by council. Submitted budget narrative and justification to FEMA. Awaiting next steps.

Cybersecurity Grant-(Competitive) Awaiting final approval for notice to proceed on Change of Scope- Extension and modification approved.

Cybersecurity Round II (Competitive)- Submitted- notice anticipated 12/2025

HCEDA Phase I- Received. Environmental testing initiated 2/11. Environmental testing completed 2/28). Phase II – Completed. Testing completed. Reports provided.

WV First- Community Outreach (Competitive)- Up to date reporting. Candidate offered position after interviews were conducted.

WV Hazmat Slippage- Draw submitted- closed by Finance

**CDS Awards from 2024**

CDS HUD FD- Completed Action Plan. Received Council sole source approval. Received Notice to Proceed. Requested reallocation of funds. Awaiting approval. CDS HUD Sidewalks- Working with CO for Acceptance and Action Plan approval. CDS Cops – Funding received. Initiated request to utilize remaining funds. Quarterly reports completed.

**CDS List for 2026 Requests**

350k for Police Range Training Center and Upgrades -Denied at committee  
250k for Fire Department Equipment, gear, training, and wellness program- Approved through Committee

**Foundation and Grant Request Efforts**

- Memorial Statues
- Code Training and Equipment
- Arts and Cultural District
- Beautification Efforts
- Historic Building Restoration and Revitalization
- Healthy Community Initiatives
- Resource Hub
- Community Development Initiatives and Projects
- Fire- Training and Equipment
- Police- Training and Equipment
- RG- Programming
- Parks- Upgrades/Programming
- City- HVAC Upgrades
- PW- Vehicles, Parking garage and Equipment

Planning Report

➤ Current Initiatives and Directive Updates

- Continued to worked with Finance Department list with Community Development Director to send out first wave of B&O request letters (160) for government contracting. Checks are being received. All concerned vendor issues have been addressed as received.
- Working with local developer to address Code requirements and compliance for redevelopment of condemned school.
- Continue to work with Hope Gas and Water Board regarding ongoing upgrades.
- Met with developer regarding two historic structures for redevelopment project.
- Toured historic project with prospective developer of large building downtown.
- Continue to support redevelopment project for downtown project with structural engineer, utilities POCs, and public works to ensure smooth project.
- Continued to work with Community Development to support major historic redevelopment project and funding pursuit with state funding agencies and authority council.
- Met with community, state, and federal POCs regarding funding and redevelopment project support.
- Met with GovStack, IT, and Community Development regarding business planning and listings on the redeveloped website.
- Met with several business owners downtown to address trespassing and project issues that have impacted businesses downtown.
- Supported several meetings and business information requests.
- Working with developer regarding TIF district expansion and utilization.
- Supported Finance, Fire, and Community Development with CDS Action Plan for Sidewalks and Fire Department. Approval for Fire Dept Action Plan has been received. Council has approved Sole Source.

➤ Imminent

- Continue to support the redevelopment of downtown.
- Continue working to identify and reconcile business registrations while supporting new business recruitment.
- Continue working with departments (i.e. Code, Community Development, Finance. etc.) to support redevelopment and revitalization initiatives.

- Continue to support the advancement of City of Clarksburg's growth and development.

### **Police Department**

- The Clarksburg Police Dept. has responded to 2,139 calls for service in the month of July.
- Officer's Gunner Allison and Hunter Young will begin the 201<sup>st</sup> Basic Class at the WV State Police Academy on August 25, 2025
- Citizens are reminded that schools will be back in session, so please slow down, and be aware of stopped school buses.

### **Public Works Department**

#### **Street Department**

##### **Special Events Support:**

- Set up and cleanup for city-sponsored picnic on Broadway Ave.
- Set up and cleanup for block party on S. 7th St (Thursday, July 3).
- Set up and cleanup of Jesus Fest at Jackson Square.
- Hung and removed banners for VA Park 10K race and Jesus Fest.
- Washed out Jackson Square and bathrooms for weekend events.
- Set up and cleaned up two private events at Jackson Square.

##### **Street and Infrastructure Maintenance:**

- Cut curblines in the following areas:
  - Throughout Adamston, East End, and West End.
  - Downtown (Chestnut to Monticello and Washington to Hewes including side streets) on Sunday, July 27.
- Cut around guardrail and flower islands on Emily Drive (July 17).
- Patching potholes in neighborhoods (ongoing, weather-permitting).
- Cleaned drainage trough along Temple Terrace.
- Covered all demo debris with 2 feet of dirt.

##### **Sweeping and Cleaning:**

- Street sweeper ran full route of Emily Drive (July 17).
- Swept Hartland area (as much as possible due to construction).
- Street sweeper is running daily in neighborhoods and around town.

##### **Trash and Waste Management:**

- Removed 3 truckloads of trash from Monticello Ave storage building.
- Picked up:
  - 50,500 lbs. of yard waste.
  - 57,380 lbs. of wood waste at compost site.
  - 12 trash-related work orders.
- Responded to 112 grass work orders.
- Responded to tree issues on Elkins Lane and EB Saunders Way.
- Tub grinder ran twice to process incoming materials.
- Released 310,300 gallons of leachate water in the month.

##### **Compost Program:**

- Compost site open Mondays and Fridays.
- Compost truck runs daily routes.
- Sold 6,200 lbs. of processed compost.

##### **General Maintenance:**

- Watering and maintaining flowerpots and planters daily.
- Cutting neighborhood grass on a rotational basis.
- Secured 7 vacant properties.
- Receiving paving bids and slip repair on Wood and Stanley Ave.

##### **Building Maintenance**

- Waxed floors and fixed carpet tiles at Robinson Grand.
- Repaired fire sprinkler issue at Robinson Grand.
- Completed yearly inspection of Waldomore elevator.
- Laid laminate flooring and repaired sewer/urinal at NV Fire Station.

##### **Traffic Department**

##### **Signage & Signals:**

- Reinstalled missing signage (No Right Turn / Do Not Enter) at Sumer St. & Pike St.
- Fixed hit stop signs and bent poles on Dale Ave and elsewhere (9 total signs).
- Repaired yellow signal light at 2nd and Main St.
- Reported 29 burnt out streetlights.
- Repaired 2 traffic light issues.

**New Sign Installation:**

- Installed:
  - 6 NTM signs
  - 4 handicap signs
  - 2 NO PARKING signs (Duff and Hall)
  - Cooper Way signs for John Cooper dedication

**Painting and Groundskeeping:**

- Renewed 1,180 ft of yellow paint across Stealey, WI, BO, NV, Glen Elk, Broadway, and Clay St.
- Cut downtown grass on 2nd St., parking garage, Jackson Square.

**Power & Emergency Response:**

- Set up generator during power outage for Joyce St. stoplights and other areas (July 10).
- Answered 13 after-hours service calls.

**Customer Service & Administrative**

- Took in 1,856 phone calls.
  - Responded to and documented multiple service calls and work orders.

**Robinson Grand Performing Arts**August Schedule of Events at the Robinson Grand

- 8/1. Missoula Children's Theatre presents "Wizard of Oz"  
 8/2. Liberty High School 35th Reunion.  
 8/3. Brad Stine-God's Comic  
 8/5. WV Virtual Prep Academy Conference  
 8/6. WV Virtual Prep Academy Conference  
 8/6. WVU School of Nursing, Bridgeport Pinning Ceremony. Ian/Noah  
 8/7. WV Virtual Prep Academy Conference  
 8/8. School of Rock Movie.  
 8/9. Bee Gees Tribute Concert  
 8/15. Wild Hogs Movie.  
 8/16. Washington Irving High School 50th Reunion  
 8/22. ET Movie.  
 8/24. Mountain Stage Concert  
 More info and tickets at [therobinsongrand.com](http://therobinsongrand.com)

**Sewer/Sanitary Department**Sewer Department

1. Responded to 25 Sewer Calls
2. Cleaned out catch basins on various bridges.
3. Cut sewer right of ways each week.
4. 266ft of 8inch Storm line replaced at 114 Winding Way.
5. Repaired sinkhole at 98 Rosebud Ave.
6. Cleaned out Manhole at 15<sup>th</sup> Street and Hamill Ave.
7. Replaced Lateral line at 1615 Hoffman Ave.
8. Repaired 6inch main line at Oak and Main Street
9. Dug up manhole that was found on Liberty and Milford Street
10. Replaced lateral line at 120 W Woodland Ave.
11. Replaced Storm line at Parkway Drive.
12. Camera lines and marked for LPN at OAK and Pike Street.
13. Repaired lateral at 1207 N 14<sup>th</sup> Street that Contractor hit.
14. Ran VAC Truck for Contractor on W. Pike Street near the Pawnshop.
15. Installed manhole at Parkway Drive.
16. Replaced lateral line at 1611 Goff Ave.
17. Dug up Sinkhole on Ford St and repaired the main line.
18. Replaced lateral line at 1623 Goff Ave.
19. Installed new Sewer Tap on Taftarosa Drive.
20. Replaced lateral at 1625 Hamill Ave.
21. Cleaned out Manhole Elk 87 on EB Saunders Way
22. Repaired laterals around 204 E. Main Street.
23. Dug up Sinkhole in rear of 2027 Williams Ave.
24. Installed new sewer cleanout at 1120 Penn St.
25. Cleaned catch basins in Stealey and Hartland Area.
26. Uncovered manhole that LPN found on Main St. and 3<sup>rd</sup> Street.
27. Replaced Manhole cover at WV Ave. and 14<sup>th</sup> St.
28. Vac Truck ditch line on Main St for Contractor

29. Responded to Multiple call outs for break and repairs from contractors during and after working hours.

#### Wastewater Treatment Plant

1. Continuing work on Tank Inspections. All the Aeration Basins have been drained and inspected. We are currently working on Draining and inspecting out Secondary Clarifiers.
2. Hydraulics on Belt Press are broken. We have parts on ordered.
3. LTCP Phase V-B is still in CAD drawing. Hoping to go out to bid by end of summer.

#### Sanitary Board Updates

1. LTCP-A- Contractor is working their way up Main Street currently. 2<sup>nd</sup> crew is to start Monday August 11<sup>th</sup> working their way up Pike Street. A 3<sup>rd</sup> crew is being scheduled to begin Manhole and Spot repair on Main and Pike Street.
2. Chemical Bids were opened August 1<sup>st</sup>. Bid will be rewarded at next Sanitary Board Meeting August 12<sup>th</sup>.
3. Steptoe and Johnson are still in talks with WV DEP about getting language removed from our NPDES Permit.
4. Design is still taking place for the Arlington/Glen Falls section of the Army Corp project to provide sewer.
5. Working on plans to move and replace the Stormwater line with Autozone. We are waiting for the Waterboard to abandon their high-pressure line there before we work this.
6. Working with Triton Construction on placement of manholes at the Haymond Highway Bridge Construction.

Larry and I continue to be in talks everyday with contractors working currently throughout the City.

**Remind the Public to please not flush baby wipes or flushable wipes down the drains. They do not dissolve and can cause blockages in the Sewer line as well as damage to Pumps.**

#### 6) 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 2025-2026 and Repealing all Inconsistent Ordinances**

With notices regarding the public hearing appearing in *The Exponent Telegram* on July 22, 2025 and July 29, 2025, Vice Mayor Riffle declared the public hearing open. With no one appearing therefore,

**Motion By:** Councilmember Worth

**Seconded By:** Councilmember Hyman

For approval of the above-captioned ordinance on second and final reading. Councilmember Howe inquired when the increase would take effect and whether there would be two checks issued rather than one with City Manager Fell informing that the employees would receive back pay to July 1<sup>st</sup> and that two separate checks would be issued should there be tax implications. **Motion Approved Unanimously.**

- b) **Consideration of Second and Final Reading and Public Hearing of an Ordinance Transferring 210 Monticello Avenue, Immediately Adjacent Property, 225 Monticello Avenue, 440 Lee Avenue, 415 High Street and Adjoining Property, Property Next to 311 Davis Street, and**

**213 Quincy Street From the City of Clarksburg to the Clarksburg Land Reuse Agency**

With notices regarding the public hearing appearing in *The Exponent Telegram* on July 22, 2025 and July 29, 2025, Vice Mayor Riffle declared the public hearing open. With no one appearing therefore,

**Motion By:** Councilmember Hyman  
**Seconded By:** Councilmember Worth

For approval of the above-captioned ordinance on second and final reading. **Motion Approved Unanimously.**

c) **Consideration of Second and Final Reading and Public Hearing of an Ordinance of the City of Clarksburg to Rezone and Reclassify Certain Property Adjacent to Stoneybrook Road from R-1 to B-2**

With notices regarding the public hearing appearing in *The Exponent Telegram* on July 22, 2025 and July 29, 2025, Vice Mayor Riffle declared the public hearing open with the following individual appearing therefor:

Debra Varner – informed of her representation of V&S Land, LLC expressing support of the rezoning ordinance commenting on the various other businesses located in said vicinity and that the rezoning would allow for the reasonable use of the land.

There being no one else wishing to speak during the public hearing, Vice Mayor Riffle declared the public hearing closed.

**Motion By:** Councilmember Howe  
**Seconded By:** Councilmember Worth

For approval of the above-captioned ordinance on second and final reading. **Motion Carried 5-1.**

|                       | FOR    | AGAINST |
|-----------------------|--------|---------|
| Councilmember Deems   |        | √       |
| Councilmember Howe    | √      |         |
| Councilmember Hyman   | √      |         |
| Councilmember Jackson | √      |         |
| Councilmember Worth   | √      |         |
| Vice Mayor Riffle     | √      |         |
| Mayor Malfregeot      | Absent |         |

7) New Business:

a) **Consideration award of bid for milling and paving City streets and alleys**

**Motion By:** Councilmember Howe  
**Seconded By:** Councilmember Hyman

To award the bid for milling and paving to Asphalt Kings in the amount of \$203,667.82. **Motion Approved Unanimously.**

b) **Consideration of appointment to the Harrison-Clarksburg Board of Health**

**Motion By:** Councilmember Hyman  
**Seconded By:** Councilmember Howe

To appoint Annetta Payne to the Harrison-Clarksburg Board of Health. **Motion Approved Unanimously.**

c) **Consideration of appointment to the Parking Authority**

**Motion By:** Councilmember Hyman  
**Seconded By:** Councilmember Jackson

To appoint Jeff Thompson to the Parking Authority. **Motion Approved Unanimously.**

d) **Consideration of appointment to the Board of Zoning Appeals**

**Motion By:** Councilmember Hyman  
**Seconded By:** Councilmember Howe

To appoint Tyler Buffey to the Board of Zoning Appeals. **Motion Approved Unanimously.**

e) **Consideration of appointment to the Planning & Zoning Commission**

**Motion By:** Councilmember Hyman  
**Seconded By:** Councilmember Jackson

To appoint Gary Keith to the Planning & Zoning Commission. **Motion Approved Unanimously.**

f) **Consideration of appointment to the Urban Renewal Authority**

**Motion By:** Councilmember Hyman  
**Seconded By:** Councilmember Jackson

To appoint Bryan Payne to the Urban Renewal Authority. **Motion Approved Unanimously.**

g) **Consideration of appointment to the Board of Park Commissioners**

**Motion By:** Councilmember Howe  
**Seconded By:** Councilmember Hyman

To appoint James Larry to the Board of Park Commissioners. **Motion Approved Unanimously.**

*(At this time, Council deviated from the agenda to allow for Council Comments)*

8) **Council Comments:**

Councilmember Hyman requested that the City Manager try to make sure that all meetings (not just Council) are livestreamed and that the minutes be on the website. Councilmember Worth commended Councilmember Hyman and Councilmember Jackson for their community service noting that Councilmember Hyman received recognition for his collection of 3,200 pounds of litter and Councilmember Jackson assisted the Chamber of Commerce and Lions Club with the Fishing Day for 17 foster children.

Councilmember Worth remarked that Nutter Fort may plan to tie into the Quiet Dell sewer line extension project and requested that someone look into the same as it could result in the loss of 2,000 customers. Councilmember Jackson informed that City Clerk Wright was named the President of the West Virginia Municipal Clerks & Records Association and commended her on the same. Councilmember Howe noted the various signs attached to utility poles which need to be removed; inquired about the engagement letter with Steptoe & Johnson; and expressed appreciation to the City Manager and Police Chief for dealing with a complaint expeditiously. Vice Mayor Riffle commended Councilmember Howe for being the top fundraiser for the United Way Golf event; wished Mayor Malfregeot a happy belated birthday; in the absence of the Mayor, reminded all that if they see something to say something; noted First Fridays is tomorrow.

*(Returning to the order of the Agenda)*

h) **Discussion regarding confidential legal and personnel matters**

**Motion By:** Councilmember Hyman

**Seconded By:** Councilmember Howe

To adjourn into executive session pursuant to Chapter 6, Article 9A, Section 4 of the West Virginia Code to discuss matters involving the purchase, sale or lease of property, advance construction planning, the investment of public funds or other matters involving competition which, if made public, might adversely affect the financial or other interests of the City; to discuss legal matters and personnel matters and that the following persons be present: Vice Mayor and members of City Council, City Manager, City Attorney, City Clerk and reserving the right to call others into executive session, as necessary. **Motion Approved Unanimously.**

Following executive session,

**Motion By:** Councilmember Hyman

**Seconded By:** Councilmember Worth

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

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

  
Annette Wright, City Clerk

  
James L. Malfregeot, Mayor

APPROVED: August 21, 2025