



OFFICE OF
CITY MANAGER

CITY OF CLARKSBURG

WEST VIRGINIA

Manager's Report

September 4, 2014

Submitted by Martin G. Howe

General Updates

1. Financial Proposal – RFPs were requested for financing options for four (4) capital items: Fire Truck, Bulldozer, small Street/Sewer Flusher and a Diesel Dump Truck. BB&T submitted the best proposal and I recommend Council authorize Frank Ferrari, Director of Finance and me to execute the appropriate loan documents, not to exceed \$855,000.
2. State Office Building Project – We have received three (3) quotes from contractors for the demolition of 160 and 162 Washington Avenue. The low quote was provided by Empire Builders Inc. from Parkersburg in the amount of \$19,500. I recommend Council award the lowest quote, as presented.
3. Sidewalk Project – Letters were sent to all participants whom have not completed their projects notifying them that Monday, September 15th is the deadline to have all projects completed.
4. Capital Improvement – The Pre-Bid meeting for the City Hall Roof is scheduled for Wednesday, September 17th and the Bid Opening is set for Thursday, September 25th at 2pm.

Police/Fire

1. Police – Tuesday, September 16th at 10am in Council Chambers there will be a Promotional Swearing-In to fulfill vacancies of Lieutenant and two (2) Sergeants. Sergeant Josh Cox will be promoted to Lieutenant and Patrolman First-Class (PFC) Matt Louzy and PFC Chad Travis will be promoted to Sergeants.
2. Fire – Engine 21 passed inspection and is currently in compliance as assessed by the Underwriter's Laboratory (UL) Report.

Boards/Commissions

1. Building Commission – scheduled to meet Tuesday, September 9th at 9:30am.
 - a. Considering the purchase of a leased Street Sweeper in the amount of \$171,400.
 - b. Discussion regarding Robinson Grand Theatre and potential financing of Project once approved by Council.
2. Sanitary Board – As part of the implementation of the Municipal Separate Storm Sewers System (MS4) Advisory Board, it will be comprised of six (6) members. These members will consist of three (3) community members: Tracy Karle, Orin Kincade, and Adam Rowh, in addition to three (3) staff members: Adam Barberio, Anthony N. Bellotte and Paul Lehosit.

Events

1. West Virginia Black Heritage Festival – Begins Friday, September 5th at 7pm and will run through Sunday, September 7th at 2:30pm, located on EB Saunders way.