



OFFICE OF
CITY MANAGER

CITY OF CLARKSBURG

WEST VIRGINIA

Manager's Report

September 5, 2013

Submitted by Martin G. Howe

Follow-up/General Updates

1. Ohio Ave Project – The contractor is tentatively prepared to begin paving next Monday, September 9th or Tuesday the 10th. This will consist of first the scratch coat, then the reinforcing mesh and lastly the final wearing course, (the top layer of asphalt road that carries the traffic.)
2. Paving – The clean-up has been completed by our Public Works Department. Dodd Contracting has delayed the paving from starting Thursday to tentatively Friday, September 6th, due to equipment issues. We will be starting on the area scheduled for Day 2 and weather permitting, Monday and Tuesday will be scheduled as advertised. The paving will conclude on Wednesday, September 11th with the streets originally scheduled for Day 1.
3. Demolition –
 - a) URA (Urban Renewal Authority) – We are still attempting to receive and finalize all documents with West Virginia Housing Development Fund. The structures are currently out for sealed bids. The URA is accepting bids on five (5) contracts consisting of thirty-nine (39) structures while the City will be accepting bids on one (1) contract consisting of three (3) structures. The following is the remaining schedule for bidding:
 - Wed, Sept. 18th - Pre-bid Meeting with prospective contractors at 10a.m.
 - Mon, Sept. 30th - Sealed bid opening at 2p.m.
 - Thurs, Oct. 3rd - The URA will consider awarding sealed bids at meeting.
 - Thurs, Oct. 3rd - Council will then be required to approve agreements with Code Official.
 - Mon, Oct. 28th - Demolition Contractors should be able to begin on or before.
 - b) Feline Contractors will be removing the ACM (asbestos containing material) from 422 S. 5th Street (Iaquinta and Son Building) on or about Friday, September 13th, 2013. After that, our crews will relocate to complete this demolition.
 - c) These five (5) properties are tentatively set for asbestos abatement after it is confirmed they are cleaned out and ready for demolition:
 - 622 Locust Avenue (small shed)
 - 920 S. Chestnut Street (small)
 - 116 Dodge Court (fire)
 - 422 5th Street
 - 324 Glen Ave
4. Code Enforcement – per WV Code 8-12-13 we have submitted notification to the WV State Fire Marshal's Office that we are now operating under the 2012 International Building Code, Plumbing Code, Mechanical Code, Property Maintenance Code as well as Fuel Gas Code. We were previously under the 2009 Codes.
5. Fall Clean-up is scheduled to begin Monday, September 30th through Friday, October 25th. Please be aware, there are no scheduled pick-ups for the week of October 14th through October 18th. This is an opportunity for property owners and individuals to clean-up their properties.

Economic Development

1. Business & Technology Park – There will be a contract signing on Friday, September 6th at 2p.m. in City Hall with the West Virginia Department of Transportation, Public Port Authority. This will entitle the City to receive the \$266,000 Grant to make the pertinent infrastructure improvements to the Rail Spur Line, that services the Industrial Park.

Sanitary Board

1. WWTP Upgrade –
 - a. The next agenda will include an Authorization, Resolution in regards to the Sanitary Board's Loan through the DEP Clean Water State Revolving Fund. This will allow the named City officials to execute documents, if needed. I recommend Council approve such Resolution.
 - b. Tentatively scheduled to begin advertising by the end of next week with a proposed timeline for the sealed bid opening in late October. This will allow the Sanitary Board to close on the SRF Loan by the end of this calendar year.
2. WWTP – The Superintendent at the WWTP received one (1) resignation as of August 24, effective Monday, August 26th. We have begun advertising immediately to fulfill this vacancy. Applications will be accepted through Friday, September 13.

Police & Fire

1. Fire – The administration has begun interviewing eligible candidates from the current Civil Service List. We anticipate hiring this new Firefighter by Tuesday, October 1st, 2013.

Events

1. West Virginia Black Heritage Festival is schedule to begin Friday, September 6th at 5p.m. and run through Sunday, September 8th at 8p.m. on E.B. Saunders Way.
2. The 9/11 Heroes Run will be held this Saturday, September 7th at 9a.m. and will occupy most of uptown Clarksburg until 11a.m. when the 5K concludes.