



OFFICE OF  
CITY MANAGER

## CITY OF CLARKSBURG

WEST VIRGINIA

### Manager's Report

December 4, 2014

Submitted by Martin G. Howe

#### General Updates

1. Cabin – The bid opening was on Wednesday, December 3 at 2pm, we did not receive any bids. We will post the cabin online with [govdeals.com](http://govdeals.com) with no minimum bid being required. The cabin will then be sold to the highest bidder.
2. Sidewalk Program – Total of forty-seven (47) projects were completed at a total cost of \$64,712. An additional \$4,000.00 was expended for repair of a City-owned sidewalk located at 520-521 Monticello Avenue. The total cost of the 2014-2015 Sidewalk Program was paid from the City's General Fund.
3. Jackson Square Projects –
  - a) Pay Stations – the installation of two (2) new pay stations is moving forward. The contractor is preparing to have Signature Controls to install the pay stations no later than Friday, December 19.
  - b) Lighting – lighting material will be delivered towards end of next week. The Public Works Department will begin the installation soon after.
4. Parks & Recreation – The Governor's Office presented the Park Board with two Land and Water Conservation Fund Grants totaling \$123,000.00. The first grant is to be used for new stadium bleachers for the Amphitheater in the amount of \$100,000.00. The second grant is to be used for a lighted walking path at the Veterans Memorial Park and a shade structure at the Splash Zone in the amount of \$23,000.00

#### Economic Development

1. Harrison County Economic Development Authority – Attended meeting on December 4 to discuss the draft of the bylaws for the proposed new development entity, Harrison County Economic Development Corporation. The draft bylaws were approved contingent upon revisions. Upon receiving the approved draft version I will distribute to Council with the intent of providing feedback to the HCEDA at its January 8, 2015 meeting. Once approved and adopted by the HCEDA and Harrison County Economic Alliance Corporation, Memorandum of Understandings would have to be executed by each participating governmental entity sometime thereafter. There is \$25,000 approved in the budget revision to go towards this effort.

#### Police & Fire

1. Police –
  - a) There will be a Press Conference on Thursday, December 18, 2014 at 10:00 a.m. with the U.S. Attorney's Office regarding the Greater Harrison County Drug & Violent Crimes Task Force. We have reserved a conference room at the Hilton Garden Inn for this announcement.
  - b) Eligibility List –
    - a. The written test was given on Wednesday, December 3. There were thirteen (13) eligible to take the test. Ten (10) candidates tested, eight (8) passed, the other three (3) did not appear. Background checks will be conducted on these eight (8) candidates. They have until December 18 to return all background information.
    - b. The Polygraph test has been scheduled for the other five (5) candidates on December 8.
    - c. It is our intent to combine the two (2) groups with the intent of exhausting the list and sending these candidates to the WV State Police Academy in the spring of 2015.

## **Sanitary Board**

1. Sanitary Board – Long Term Control Plan - Preparing to work towards Phase IV planning for the submitted date of February 2015. The project will consist of separation of Sanitary and Storm and investigating areas with poor drainage to begin. Our overall goal is to reduce the amount of storm water being accepted into the sanitary system being treated at the plant.

## **Events**

1. Christmas Parade – Friday, December 5, 2014 at 6:00 p.m. Christmas Tree Lighting Ceremony in front of Municipal Building at 5:45, with Mayor Cathy Goings welcoming everyone to our City and the parade. Free cookies and hot chocolate being provided by the Clarksburg Visitors Bureau.
2. Jazz Stroll – Live Jazz Music will be available at various venues next Friday, December 12<sup>th</sup>. This event is being conducted by Clarksburg Uptown and other sponsors.