



OFFICE OF
CITY MANAGER

CITY OF CLARKSBURG

WEST VIRGINIA

Manager's Report

September 17, 2015

Submitted by Martin G. Howe

General Updates

1. Milford Street – The West Virginia Division of Highways will be having a pre-construction meeting with Mountaineer Contractors, Inc. as well as Anthony Bellotte, Assistant City Manager, on Monday, September 21st to review project for ADA ramp construction and paving of Rt. 19 (Milford Street) from West Pike Street to Liberty Avenue.
2. Paving – Dodd Construction has completed the paving as of Tuesday, September 15th. This contract was our largest milling/paving contract in the history of Clarksburg with 5,241 tons of asphalt and 28,506 square yards of milling.
3. Demolition – All four (4) demolition of structures, 501 South Fifth Street, 402 Hornor Avenue, 1401 North 19th Street and 1403 North 19th Street have been completed. Three (3) of the four (4) properties razed will require the deeds to be transferred to the Harrison County Board of Education.
4. South 7th Street – Wall/Sidewalk/Curb – the Administration is obtaining written estimates to complete corrective action on this repair. All quotes are due by Friday, September 25th at 2:00 p.m. The sidewalk has been condemned and not open for several years. The Administration will execute a contract with the successful contractor to begin work ASAP. This is a safety issue and the stability of the wall and roadway needs addressed.
5. Fall Clean-Up is scheduled to begin Monday, October 5th through Friday, October 30th. Please be aware, there are no scheduled pick-ups for the week of October 12th through October 16th. This annual clean-up is an opportunity for all property owners and individuals to clean-up their properties. The items eligible for pick-up will be posted on the City website.

Sanitary Board

Spring Avenue – The City Administration had a meeting with the Sanitary Board Engineers to discuss immediate implementation on a portion of Phase IV of the Long Term Control Plan that will impact – Spring St., St. Clair and Hedge St. In addition, we are in the process of contacting the WVDOH for direction on the installation of a storm sewer inlet at the intersection of Haymond Highway and Buckhannon Pike to capture storm water within that vicinity.

Economic Development

1. Infrastructure – Sycamore Street Bridge/Lowndes Hill Roadway projects – Administration is continuing to work with the City Engineer on these two (2) infrastructure projects. The estimated cost of both projects is \$1.8 million, which includes construction, contingency and engineering fees. We have also received an engagement letter from our Bond Counsel to the Municipal Building Commission in the amount of \$20,000.
2. Anchor Hocking – Administration hosted a meeting in Morgantown with DEP and Brownfields officials as well as a representative of a developer to continue discussions regarding development of the Anchor Hocking site.
3. Robinson Grand Theatre Project –
 - a) The Administration is in the process of reviewing a Tax Credit Agreement. Upon completing the review and execution of the agreement this will allow for consulting services to include the filing for New Market Tax Credits, Historic Tax Credits, and/or Renewable Energy Tax Credits.

- b) Capital Campaign – The Administration has received proposals from the Request for Qualifications (RFQ). The Administration is currently in the process of scheduling interviews.
 - c) Operational Management – The Administration is currently in the process of drafting an RFQ for a Theatre Management Company. Rocco Fucillo of WVU, along with two (2) professors from the West Virginia School of Creative Arts, will assist with the review of the RFQ seeking a qualified theatre operator.
4. Mountain Opportunities – Newly constructed housing in Point Comfort between Pike Street and Watkins Lane has been completed. This project was approximately \$600,000. There has been six (6) quality units constructed. An open house is currently being scheduled.
5. K-9 Heaven Grooming – Ribbon Cutting will be on Thursday, October 1st at 12 noon. We welcome their new business which will be located at 211 N. 4th Street.

Police & Fire

1. Police & Fire – We have received a total of 73 applications; 43 applications for fire, 30 applications for police, 10 applicants tested for both departments.
- a) The written test for both Police & Fire was Wednesday, September 2nd. The Police Department had 23 applicants proceed to the next step out of 30. The Fire Department had 25 applicants proceed forward out of 43.
 - b) Police – Physical Ability Test will be Saturday, September 19th at 10:00a.m., which will be held at RCB.
 - c) Fire – Physical Ability Test will be held at the North View Fire substation – Saturday, September 26th and Saturday, October 3rd.
2. Fire - 1994 International/Pierce Pumper Truck – This pumper truck was placed out for bid as surplus property on Govdeals.com this past Tuesday, September 15th with a minimum bid of \$5,000. The auction will close on Tuesday, September 29th.