



OFFICE OF
CITY MANAGER

CITY OF CLARKSBURG

WEST VIRGINIA

Manager's Report **October 4, 2018** **Submitted by Martin G. Howe**

General Updates

1. **Milling/Paving Program** – The milling portion of the program lasted from Monday, September 17th thru Monday, September 24th with approximately 35,548 square yards of blacktop being milled. From Friday, September 21st to date, there has been approximately 4,300 tons paved. We anticipate completing the Paving Program tomorrow. The total project would equal approximately 4,900 tons.
2. **Fall Cleanup** – The City's Annual Fall Clean-Up began Monday, October 1st.
 - a. Through the first three (3) days we have collected 35 tons of debris totaling \$1,322 in tipping fees. In comparison; in April 2018, a total of 36 trips were made to the Landfill and 37 ½ tons were picked up. October 2017, a total of 52 trips were made to the Landfill and 53 tons were picked up.
 - b. The Clean-Up will continue to run the weeks of October 15th – October 19th and conclude the week of October 22nd – October 26th.
 - c. Full details and route schedule has been posted on the City's website, in the Exponent-Telegram Newspaper as well as social media sites.
3. **Frank Loria** – Field Turf began the removal and installation process for the new turf:
 - a. The old artificial turf as well as infill has been removed and is onsite.
 - b. New 4" terminal posts and 3" line posts have been installed. These are larger than normal to withstand floodwaters.
 - c. The concrete curb surrounding the outfield is under construction and is about 80% completed.

Economic Development

1. **Robinson Grand Performing Arts Center** –
 - a. The Part III submittal for the Historical Tax Credits has been completed as of Wednesday, October 3, 2018. The in-depth application and supporting documentation are being submitted to the WV State Historic Preservation Office (SHPO) for review. Once accepted and approved we will be in a position to close on the final installment of equity in the project.
 - b. The contractor is continuing to work towards final completion of the project. The City Administration will be meeting with the contractor and consultant next week for detailed update as well as put a timeline together for a punch list.
2. **Ribbon Cuttings** – Clarksburg Children's House Montessori School - Friday, October 19th at 11:00 a.m., 425 North 4th Street, Clarksburg.

Police and Fire

1. Police –
 - a. Police Civil Service –
 - i. Physical Ability Test - A second test was held Saturday, September 22nd. There were seven (7) participants with six (6) passing.
 - ii. The entry level written exam was held Wednesday, September 26, 2018. There were a total of fifteen (15) candidates who were eligible to take the test with ten (10) successfully passing.
2. Fire – The Lieutenant test will be Monday, October 29th at 6:00 p.m.

Infrastructure Projects

1. Camden Street Bridge – Replacement Project - Rock Forge Bridge Company has officially closed the bridge as of Monday, October 1st. The project completion date is April 2019.
2. Embankment Failures –
 - a. Lowndes Hill – The contractor, Cove Run Contracting has completed a major portion of the project including sheet pile installation, new curb, asphalt lane repair and guardrail installation. Lowndes Hill will reopen to traffic on Friday, October 5th.
 - b. Winding Way Lower Slip – The contract signing with Rock Forge was held on Friday, September 28th at 10:00 am. The contract was awarded in the amount of \$139,400.
 - c. Ascension/Brannon Street – The contract signing with Ascension/Brannon was held on Tuesday, October 2nd at 10:00 am. The contract was awarded in the amount of \$396,113.
 - d. Magnolia off of Milford Street – The contract signing with Wolfe Excavating was held on Thursday, October 4th at 10:00 a.m. The contract was awarded in the amount of \$113,962.88. We anticipate the contractor beginning within the next 2-3 weeks as they are ordering supplies.
 - e. Quarry Project –
 - a. The bid opening was held on Tuesday, October 2nd at 2:00 PM.
 - b. Four (4) bids were received and the administration recommends awarding the bid to Rock Forge Bridge Company, Inc. from Amma, WV in the amount of \$513,285.
 - f. Upper Winding Way near Shinn Street Project – Civil Environmental Consultants (CEC) from Bridgeport is the design engineers. This will be our 6th project location.
 - a. The project was advertised on Tuesday, October 9th and Tuesday, October 16th in the newspaper and our website.
 - b. The Pre-Bid meeting will be held on Tuesday, October 23rd at 10:00 a.m.
 - c. The bid opening will be on Tuesday, October 30th at 2:00 p.m.
 - d. Council will consider awarding the bid on Thursday, November 1st.
 - g. South Chestnut Street - Earlier this week we received a preliminary set of plans and a Geotech Investigation Document for our 7th embankment failure project along South Chestnut Street near Kramer Drive. Terradon Corporation from Nitro, WV with an office in Clarksburg is the design engineers.

FOIA

1. FOIA request from Stephen Chichelli, SmartProcure, on Friday, September 21st requesting any and all purchasing records from June 22, 2018 to current. We responded to Mr. Chichelli's request on Thursday, September 27th and the information was provided on Friday, September 28th.
2. FOIA request from Betty Gulas, dated Wednesday, September 19th (received on Monday, September 24th) requesting information on the Code Enforcement Personnel, their job descriptions and working hours. A response to Ms. Gulas request was sent on Wednesday, September 26th and the information was made available on October 1st and she has failed to show.
3. FOIA request from Michael J. Farrell, Farrell, White & Legg PLLC, dated Friday, September 21st (received on Wednesday, September 26th) requesting the amount of asphalt paving laydown work in WV performed by city employees and/or private contractors. We responded to Mr. Farrell on Thursday, September 27, 2018.
4. FOIA request from Rick Modesitt, dated Wednesday, September 19th (received Monday, September 24th) requesting the number of police officers who have left employment as a police officer to find other employment elsewhere from the years 2009 to 2018. We responded on Monday, October 1st and the information will be provided on Friday, October 12th.

Events

1. Friday, October 5th, Notre Dame Homecoming Parade from VA Park to Hite Field at 6:00 p.m.
2. Sunday, October 7th, "Pipeliners for Vets Bike Run" at the American Legion Post 13. Event will be on Oak Street from 10:00 a.m. to 9:00 p.m.
3. Saturday, October 13th, Harrison County WV Historical Society and the Harrison County Rail Trails group partnering for an event along the Harrison County Rail Trail from 6:00 p.m. to 9:00 p.m.
4. Sunday, October 14th at 2:00 p.m., "FiveSax" concert which is the 2nd seasonal show as part of the Cultural Foundation of Harrison County Grand Performance Series.
5. Tuesday, October 16th, Liberty High School Band Spectacular.
6. Sunday, October 21st, United Way of Harrison County "Burn in the Burg" Chili Cook-off at Jackson Square beginning at 12:00 p.m. noon.