



OFFICE OF
CITY MANAGER

CITY OF CLARKSBURG

WEST VIRGINIA

Manager's Report

October 18, 2018

Submitted by Martin G. Howe

General Updates

1. Milling/Paving Program – The neighborhood street portion of the 2018 Milling/Paving project was completed. The project included 5,113 tons of asphalt and 3,548 square yards of milling.
2. Fall Cleanup –
 - a. The 2nd week of the Annual Fall Clean-Up began Monday, October 15th.
 - b. Through the first eight (8) days we have collected 139 tons of debris totaling \$5,272 in tipping fees. In comparison; in April 2018, a total of 128 trips were made to the Landfill and 136 tons were picked up. October 2017, a total of 197 trips were made to the Landfill and 213 tons were picked up.
 - c. The Clean-Up will conclude the week of October 22nd – October 26th.
 - d. 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 – FieldTurf Company began the removal and installation process for the new turf:
 - a. Installation of the perimeter curb is complete.
 - b. Continuing to install turf which is 60-70% complete.
 - c. Attaching the turf to perimeter curbing Monday, October 22nd
 - d. Infill of sand and poly material will begin being applied late next week.
4. Beautification Projects –
 - a. Statues
 - i. Diversity Statue – This project was fully funded by private contributions and Clarksburg Uptown acted as the conduit. The installation was completed by All About Glass. The unveiling of statues will be Friday, October 19th at 12:30 p.m. at the library.
 - ii. Boy & Girl Arbor Kids Entryway – The city acquired this statue and is being installed at the 2nd Street/Hewes Avenue Island.
 - b. Jackson Square Mural – The city is continuing its murals by having the North side of the Rocky's building painted. We anticipate this mural being completed by the end of October.

Economic Development

1. Robinson Grand Performing Arts Center –
 - a. Grand Opening Event featuring headliners – Jay Leno and The Guess Who is scheduled Saturday, October 20th, the doors open at 6:00 p.m. with entertainment beginning at 7:00 p.m.
 - b. Construction – Substantial completion will be reached by Friday, October 19th.

2. Clarksburg Urban Renewal Authority (URA) –
 - a. Jim Harris resigned as of September 30, 2018 as legal counsel for URA. Jim was legal counsel for 32 years and provided exceptional work and represented the URA professionally.
 - b. Request for Proposal (RFP) – an RFP was sent out to in-city law firms to submit letters of interest to the City Manager’s office by 2:00 p.m. Friday, October 26th if interested in representing the URA.
3. 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 – Police Civil Service – held a meeting on Thursday, October 18th to review background information on ten (10) candidates. There are nine (9) candidates moving forward in the process, seven (7) will need the polygraph and psychological exams completed.
2. Fire – The Lieutenant test will be Monday, October 29th at 6:00 p.m.

Infrastructure Projects

1. Camden Street Bridge – Contractor - Rock Forge Contracting Company has recently removed all decking material from the existing bridge. The project completion date is April 2019.
2. Embankment Failures –
 - a. Lowndes Hill – Cove Run Contracting is continuing to install sub-surface drainage and prepare final site improvements to areas of Lowndes Hill near Kiwanis Drive.
 - b. Winding Way Lower Slip – Rock Forge Contracting Company from Amma has been awarded this project. The start date is pending.
 - c. Ascension/Brannon Street – Alan Stone Company from Williamstown has been awarded this project. Mobilization of equipment and site prep began last week.
 - d. Magnolia off of Milford Street – Wolfe’s Excavating from Clarksburg has been awarded this project. The contractor has ordered its supplies. The start date is pending.
 - e. Quarry Project – Rock Forge Contracting Company from Amma, WV has been awarded this project. The start date is pending.
 - f. Upper Winding Way near Shinn Street Project – Civil Environmental Consultants (CEC) is the design engineers. This will be our 6th project location.
 - i. The Pre-Bid meeting is scheduled for Tuesday, October 23rd at 10:00 a.m.
 - ii. The bid opening will be on Tuesday, October 30th at 2:00 p.m.
 - iii. Council will consider awarding the bid on Thursday, November 1st.
 - g. South Chestnut Street – Final project plans are being completed which will involve temporary relocation of utility line. This 7th embankment failure project is being designed by Terradon Corporation from Nitro, WV with an office in Clarksburg. Dates for advertisement of project, pre-bid and bid opening will be discussed at a later date.

FOIA

FOIA request from Noel Tamboer, PM Environmental, on Tuesday, October 9th, requesting zoning information, historical and current property record cards, building layout, diagrams regarding UST or other storage tanks on property, permits issued for property, fire department and utility department information. We responded to Ms. Tamboer's request on Monday, October 15th and the information will be provided on Friday, October 26th.

Events

1. Saturday, October 20th, Jay Leno and The Guess Who event at the RGPAC from 7:00 p.m. – 11:00 p.m. sponsored by the Cultural Foundation of Harrison County.
2. Saturday, October 20th, Immaculate Conception Parish is having their annual Health Fair.
3. 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.
4. Thursday, October 25th – First United Methodist Church is having a Fall Bazaar at the Church from 10:00 a.m. – 7:00 p.m. with lunch and dinner available for purchase.
5. Clarksburg Community Action Elimination Dinner with live music at Jackson Square on Saturday, October 27th, from 6:00 p.m. – 10:00p.m.
6. Downtown Trick or Treating, Tuesday, October 30th at 5:00 p.m.
 - a. Includes participating businesses on Main Street from 4th to 2nd Streets as well as the crossing streets.
 - b. RCB Eagle Cabinet will also be having a Trunk or Treat in Jackson Square.
7. Halloween Trick or Treating will take place throughout the city on Wednesday, October 31st from 6:00 p.m. to 7:30 p.m.
8. Wednesday, October 31st – North View United Methodist Church is having a Trunk or Treat children's event in the alley behind the Church from 5:00 p.m. – 8:00 p.m.
9. Upcoming events at the RGPAC –
 - a. Movie – "Beetlejuice" Tuesday, October 30th starting at 5:30 p.m.
 - b. Movie – "Recovery Boys" Friday, November 2nd starting at 5:30 p.m.
 - c. Movie – "I Can Only Imagine" Sunday, November 4th at 2:00 p.m.
10. Veteran's Day event at Jackson Square and Parade in Downtown will be held on Monday, November 12th with the ceremonial event beginning at 11:00 a.m. at Jackson Square and the parade immediately following the ceremonial event.