



OFFICE OF  
CITY MANAGER

# CITY OF CLARKSBURG

WEST VIRGINIA

## Manager's Report

March 7, 2019

Submitted by Martin G. Howe

### General Updates

1. Demolition –
  - a. Bid Opening – Held Tuesday, March 5<sup>th</sup> at 2:00 p.m. in City Manager's Conference Room for both the URA and the City Contracts. There were five (5) contractors that participated by submitting bids on the various contracts.
  - b. The City had two (2) contracts out for bid.
    - i. Two (2) bids were received for Contract #1 for abatement of five (5) structures: 112 N. 26<sup>th</sup> Street, 120 Dodge Court, 1010 Watkins Lane, 1327 Adams Avenue and 1410 Alpha Avenue. The Administration recommends the contract be awarded to Cira Consulting/Anderson Excavating in the amount of \$23,750 utilizing TIF Funds.
    - ii. Four (4) bids were received for Contract #2 for asbestos abatement and demolition of five (5) structures: 432 S. Holden Street, 437 E. Pike Street, 748 Locust Avenue (DEMO ONLY), 765 W. Pike Street and 1313 Goff Street. The Administration recommends the contract be awarded to Empire Builders in the amount of \$76,890 utilizing TIF Funds.
  - c. The URA awarded five (5) contracts at their meeting on Thursday, March 7<sup>th</sup> at 8:30 a.m. The URA awarded the following contracts:
    - i. Contract #1 – URA awarded bid to Cira Consulting/Anderson Excavating in the amount of \$41,175.00. (Abatement of ten (10) structures)
    - ii. Contract #2 – URA awarded bid to Cira Consulting/Anderson Excavating in the amount of \$31,475.00. (Abatement of ten (10) structures)
    - iii. Contract #3 – URA awarded bid to Empire Builders in the amount of \$122,268.00. (Demolition of eleven (11) structures)
    - iv. Contract #4 – URA awarded bid to Empire Builders in the amount of \$102,120.00. (Abatement and Demolition of seven (7) structures)
    - v. Contract #5 – URA awarded bid to Empire Builders in the amount of \$99,210.00. (Abatement of seven (7) structures.)
  - d. Recommend Council approve the five (5) Resolutions under New Business – which is the contractual agreements between the City and URA.
  - e. Contract Signing/Pre-Construction Meeting – Will be conducted jointly with the City of Clarksburg and the URA contracts in late March.
2. Spring Cleanup – The Spring cleanup will begin the week of April 1<sup>st</sup>. Cleanup will be the weeks of Monday, April 1<sup>st</sup> – Friday, April 5<sup>th</sup>; Monday, April 8<sup>th</sup> – Friday, April 12<sup>th</sup> and conclude the week of Monday, April 15<sup>th</sup> – Friday, April 19<sup>th</sup>. Easter Sunday is April 21.

## Economic Development

1. M.O.R.E. – Monticello On-Going Revitalization Effort – In conjunction with the Harrison County Family Resource Network, M.O.R.E. and the City an application has been submitted to become a Blueprint Community with Federal Home Loan Bank of Pittsburgh and WVHUB. The successful community will be publicly announced Thursday, March 21<sup>st</sup>. Under New Business, the Administration recommends Council authorize City Manager to execute the MOU for Blueprint Community.

## Police and Fire

1. Police Civil Service – Written Test – Fourteen (14) candidates were eligible to take the test on Wednesday, February 27<sup>th</sup>. Ten (10) successfully passed, three (3) failed and one (1) no-show. All successful candidates were provided background packets to be completed and submitted by Friday, March 8<sup>th</sup>.
2. New Officers –
  - a. Police Academy – Three (3) candidates are currently alternates for the Academy beginning Monday, April 15<sup>th</sup> and are on standby until Friday, April 19<sup>th</sup> if any attendees drop-out.
  - b. We are still anticipating hiring another candidate in July.
3. Drug Take Back – Operation Drug Take Back day will be Saturday, April 27<sup>th</sup> from 10:00 a.m. to 2:00 p.m. There will be two (2) locations for drop-off – the parking lot behind Clarksburg City Hall and Eastpointe Krogers.

## Infrastructure Projects

1. Embankment Failures –
  - a. Ascension/Brannon Street – Hornor Bros. Engineers are continuing to <sup>address</sup> access the slippage situation along the north side of Ascension. Stabilization methods are being prepared that will most likely include adjacent private property.
  - b. Upper Winding Way – All overhead utility lines have now been relocated. Contractor Rock Forge Bridge Company stated that the project could not start in approximately two (2) weeks.
  - c. Leon Street- Ascent Consulting and Engineering has provided the Administration with a detailed Geotechnical Exploration & Analysis Study from American Geotech, Inc. The Study outlines the geology and mining conditions, conclusions and recommendations. Project plans will be prepared for future construction bid process.

## Events

1. Upcoming events at the RGPAC –
  - a. Movie – “Harry Potter and the Prisoner of Azkaban”, Saturday, March 9<sup>th</sup> at 7:00 p.m.
  - b. Music – “Vox Fortura”, Sunday, March 17<sup>th</sup> at 2:00 p.m.
  - c. Music – “The Oak Ridge Boys”, Saturday, March 23<sup>rd</sup> with shows at 3:00 p.m. and 7:30 p.m. Currently the 7:30 p.m. show is Sold Out.

## FOIA

1. FOIA request from Lydia C. Milnes, Esq. of Mountain State Justice, on Tuesday, February 19<sup>th</sup> (received on Friday, February 22<sup>nd</sup>), requesting information on Policy and Procedures for Service of Domestic Violence Emergency Protective Orders, Notice of Final Hearing, Final Orders and Other Documents. We responded to Ms. Milnes on Friday, March 1<sup>st</sup>.