



OFFICE OF
CITY MANAGER

CITY OF CLARKSBURG

WEST VIRGINIA

Manager's Report

June 18, 2019

Submitted by Martin G. Howe

General Updates

1. Demolition –
 - a. 130 W. Pike Street – This property had extensive fire damage on Sunday morning and is structurally unsafe. The administration has solicited two (2) quotes for an emergency removal. The administration recommends Council to waive competitive bidding and award the contract to Empire Builders in the amount of \$200,000 to be funded from the Rainy Day fund.
 - b. Anderson/CIRA Associates – They were awarded three (3) contracts for asbestos abatement, to date CIRA has completed the abatement of all twenty five (25) structures.
 - c. Empire Builders – They were awarded four (4) contracts consisting of thirty (30) demolitions and/or asbestos abatement and demolitions. To date they have completed razing twenty one (21) structures and have completed abating all nineteen (19) structures in preparation of demolition.
 - d. Public Works has completed fifteen (15) out of twenty-seven (27) structures scheduled for demolition.
2. Audit – Received notification from WV State Auditor's Office to conduct an Audit from an approved Independent CPA for Fiscal Year ending 2018/2019 and 2019/2020. Request for Proposals will be advertised the week of June 17th with the proposals due by Friday July 5th. Interviews will be conducted the week of July 8 with a recommendation to Council Thursday, July 18th. The interview committee will consist of; Kim Karakiozis, Finance Director; Darrell McCune, Assistant Finance Director; and Councilmember Frank Ferrari.
3. Splash Zone Children's Waterplay – The administration recommends approving financing submitted by Country Roads Leasing and West Union Bank in the amount \$278,336 for a 10 year term at 4.2% interest rate for permanent financing.
4. The Administration recently held a meeting to discuss the BUILD (Better Utilizing Investments to Leverage Development) grants with an Engineering Firm. They are currently assessing, the WVDOH Bridge Reports to determine what can be grouped together for potentially submitting to the Federal Highway Administration. The applications are due mid-July.
5. Boards and Commissions – The following Boards and Commissions are appointments of the City Manager. Both appointments are under New Business for Council's confirmation
 - a. Planning and Zoning Commission – City Manager reappoints Bryan Payne to the Planning and Zoning Commission.
 - b. Clarksburg Development Authority – City Manager reappoints Sam Gallo to the CDA.

Police and Fire

1. Police Civil Service Commission (PCSC) –
 - a. Promotional Exam results –
 - i. Sergeant Rick White will be promoted to Lieutenant.
 - ii. PFC. William “Bill” Swiger and Patrolman Ethan Walker will be promoted to Sergeant.
 - iii. The Police Civil Service will be meeting on Monday, June 26, 2019 at 10a.m. to have a hearing requested by an officer to review the test results for the Sergeant’s exam to fulfill the third and final vacancy.
 - b. New Eligibility List –
 - i. Physical Ability Test was held Saturday, June 8, 2019. A total of 21 individuals tested, 13 are eligible move forward to the written test.
 - ii. Written Test –The written test will be conducted on Wednesday, June 19th at 6:00 p.m. at the Harrison County Senior Center.
2. Police –
 - a. SWAT - Officers Jeremy Randolph and Kane Bender have been assigned to the Clarksburg Police Department’s SWAT Team. Randolph and Bender will attend training Monday, July 8th – Friday, July 12th sponsored by the Shinnston Police Department. The Clarksburg Police Department’s SWAT Team currently has eight (8) members and one (1) medic.
 - b. We currently have four (4) probationary officers awaiting enrollment to the West Virginia State Police Academy.

Economic Development

1. Harrison Energy Center – The Clarksburg Sanitary Board received notice from the Public Service Commission approving the Alternate Manline Extension Agreement (subject to filing Health Permit) for the Clarksburg Sanitary Board to provide service to ESC Harrison County Power.

Events

1. Upcoming events at the RGPAC –
 - a. Movie – “Disney’s Beauty and the Beast” will be Friday, June 21, 2019 at 7:00p.m.
2. Clarksburg Farmers Market – Saturday June, 22nd and 29th, July 6th and 13th in the Tractor Supply Parking Lot from 9a.m.-1p.m. The Clarksburg Farmers Market is a diverse collection of 20 vendors that bring fresh produce, meat, eggs, breads, and more to Clarksburg and surrounding communities.
3. Clarksburg Amphitheater –
 - a. Music - Dylan Scott will be performing Thursday, June 20, 2019 at 7:00p.m. tickets can be purchased at <http://www.Clarkburgamp.com>
 - b. The Wheeling Symphony Orchestra will be performing Saturday July, 6, 2019 Doors open at 6:00p.m.; shows start at 7:00p.m. and the show will conclude with fireworks. Music in the Park is a free event.
 - c. Movies and Music in the Park – Movies in the Park begin at 8:45p.m. and are free to the public, concessions are available. The following is the upcoming schedule;
 1. “Ralph Breaks the Internet 2” Friday, June 21, 2019
 2. “Aquaman” Friday, June 28, 2019
 3. The Marcells will be performing Saturday, June 29, 2019 at 7:00p.m
 4. “Dirty Dancing (Girls Night)” Thursday, July 18, 2019

- d. Music – Mini Pop Kids will be performing Saturday July, 13, 2019 at 7:00p.m. Tickets can be purchased at www.Clarksburgamp.com\

FOIA

1. FOIA request from Heather A. McMillen, Higinbotham & Higinbotham, PLLC Friday, May 24, 2019. Requesting any documents regarding citation no.:100-1734380 of Jeffery Mummey for the automobile accident of October 12, 2015. The information was provided to Ms. McMillen on June 7, 2019.
2. FOIA request from Ashley Cannon, Everytown for Gun Safety, Wednesday, May 29, 2019, requesting the full police report regarding the mass shooting committed by Sidney Muller on 7/26/2013. We responded to Ms. Cannon on Monday, June 3, 2019 letting her know those records were unavailable due to Mr. Muller's appeals process, as the case is pending further judicial review.
3. FOIA request from Asha Adamson, Smartprocure, Monday, June 17, 2019, requesting all purchase records from January 29, 2019 to current. We responded to Ms. Adamson on June 17, 2019 and those records were provided to her.
4. FOIA request from Martin Shaffer, Sunday, June 16 2019, received Monday, June 17, 2019 requesting the dates and times of the Police Department's inspections of structures on the condemnation and demolition lists and especially of 130 West Pike Street. The information is currently being gathered. A response was provided June 18, 2019.