



OFFICE OF
CITY MANAGER

CITY OF CLARKSBURG

WEST VIRGINIA

CITY MANAGER'S REPORT/UPDATE

Manager's Report

September 19, 2019

Submitted by: Annette Wright, Interim City Manager

General Updates

1. Demolition - Stantec is preparing a schedule of inspections to perform the asbestos sampling and testing. At the appropriate time, Council will need to authorize the funding for the demolition projects. The consideration of the demolition funding will be placed on a future agenda.
2. Per Council's recommendation at the August 26th work session, we have obtained (security) cameras from US Cellular which will be placed in/at various locations throughout the city. These cameras will allow for monitoring via a cell phone app and the cameras can be relocated to other locations, as needed.
3. Parsons Hotel Fire - Public Works has boarded up the openings; notice was provided to the owner(s)/Estate; a security camera will be placed in said area tomorrow to monitor the activities.
4. The Interim Police Chief and his department, with the assistance of the Public Works Department and the tireless efforts of volunteers and the Clarksburg Community Action group has cleared two (2) encampment areas under the 4th Street Bridge with approximately 4 ½ tons of trash cleaned up and taken to the land fill. These areas will continue to be monitored on a routine basis to ensure there is no return of the encampments.
5. Three (3) laborer position(s) were filled in the Public Works Department; one (1) employee began on September 16th and the other two (2) employees will be starting on Monday, September 23rd.
6. Fall Clean-up - The City's Fall Clean-up will begin next week September 23rd and run for three (3) consecutive weeks, concluding on October 11th. As stated previously, complete details and route schedules have been posted on the City's website and social media sites.
7. As a business incentive to open and operate in the Central Business District, Clarksburg Uptown has increased its façade grant budget. Between the City's façade grant program and Clarksburg Uptown's façade grant program, businesses can receive \$4,000 to improve or enhance their storefronts.

8. The West Virginia State Rail Authority is updating the State Rail Plan. The Plan includes a long-term vision statement that reflects West Virginians' best interest, based on input from the public. The Authority set up a table on the first floor of City Hall on September 12th to conduct surveys and garner opinions.
9. The Clarksburg Mayor's Youth Council 2019-20 Program has been rolled out. Applications have been sent to all City high schools and information has also been placed on our social media sites. The first/organizational meeting of the 2019-20 MYC is scheduled for Thursday, September 26th at 6:00 p.m.
10. The City accepted sealed bids for the sale of a lot or parcel of land located at 1407 N. 25th Street. The advertisement ran on September 4 and September 11 with only one bid received by Jacqueline Karakiozis in the amount of \$1,500. This item appears on the Agenda under "New Business" and I recommend Council accept this bid.
11. Continuing with our City Hall maintenance, Stanley Steamer performed carpet cleaning throughout City Hall on September 10th.
12. Per the Resolution adopted by Council on August 15th, the Glen Elk Historic District was declared "Clarksburg's Little Italy." The sign is being made with the revealing and dedication to be held in the near future.

Police and Fire

1. Police -
 - a. Seven (7) new officers were sworn in this morning at 10:00 a.m. One (1) officer is certified and will be able to begin his duties quickly. We hope to get the remaining six (6) into the January Academy. We currently have three (3) officers at the Academy whom are due to graduate November 1st.
 - b. With only two (2) individuals remaining on the current eligibly list, said list is now insufficient. As previously stated, a new eligibility list process will begin with the Physical Ability Test scheduled for Saturday, October 5th at 10:00 a.m. at Robert C. Byrd High School followed by the Written Test on Wednesday, October 16th at 6:00 p.m. at the Harrison County Senior Citizens Center.
 - c. The Police Chief Nominating Committee conducted interviews of eleven (11) applicants for the position of Chief of Police. After a final meeting with the Nominating Committee to review and compare information, I anticipate a selection by the end of September.
2. Fire -
 - a. West Virginia HB 2541 passed in the 2018-19 legislative session requiring all students in West Virginia to be trained in first aid life saving measures. This undertaking is being taught in our Harrison County public schools by the United Hospital Center Trauma Department and West Virginia Public Service Training. Chief Scott, along

with others from the Clarksburg Police Department, will be assisting schools on this endeavor.

- b. The original roof of the East end fire substation is being replaced. The substation was built in 1990 and the roof has had several repairs. It was past time to invest in the replacement rather than to continue with the costly repairs. The cost of this roof, as well as a few other roof projects, will be included in a financial package and brought to Council in the 2019-20 fiscal year.

Economic Development

1. The Emily Drive Development is expanding nicely with plans for T&T Nails, BurgerIM and Jersey Mike's Subs planned therefor. At the appropriate time, ribbon cutting ceremonies will be scheduled.

Events

1. RGPAC -
 - a. September 21st at 5:00 p.m. - WV Historical Preservation Awards Banquet
 - b. September 27th at 8:00 p.m. - Travis Tritt - An Acoustic Evening (SOLD OUT)
 - c. October 3rd at 5:30 p.m. - Meeting of the Civil War Generals. This is an event to benefit the Clarksburg History Museum.
2. The City Parks of Clarksburg and the Humane Society of Harrison County will be hosting "Dog Days of Summer" on Saturday, September 28th from Noon to 4:00 p.m. at Clarksburg City Park. There will be various activities and games to do with your pet; concessions will be available; dog and cat raffle baskets; spay and neuter vouchers will be available to Harrison County residents.
3. A competitive run utilizing the downtown 5K route, as well as a pepperoni roll festival to benefit The Clarksburg Children's House expansion program to provide affordable Montessori education, afterschool care and scholarships will be held on Saturday, September 28th at 9:00 a.m. to Noon. Street closing will take place at 7:30 a.m. and will reopen at 10:30 a.m.
4. Downtown Business Trick-or-Treat will be held on Wednesday, October 30th with neighborhood Trick-or-Treat taking place on Thursday, October 31st.
5. Mark your Calendars for December 31st as Uptown's Grand New Year's Eve Bash will take place at the Robinson Grand with entertainment provided; followed by the After Party at Jackson Square. Clarksburg Uptown will soon be releasing the exciting information as to the performers for the Grand event. Food vendors, drinks, band, fireworks and the ball drop will take place at Jackson Square. Tickets will be on sale in mid-October.

Misc.

1. A bus tour of various locations and facilities throughout the City has been scheduled for Thursday, October 24th beginning at 5:00 p.m. We want to view as many of the sites as possible before dark. We will be boarding a CENTRA bus in the back parking lot on this date/time for said tour. I have emailed Council a tentative list of locations and I ask that you let me know if you would like other locations added to the list.