



OFFICE OF
CITY MANAGER

CITY OF CLARKSBURG

WEST VIRGINIA

CITY MANAGER'S REPORT/UPDATE

Manager's Report

October 17, 2019

Submitted by: Annette Wright, Interim City Manager

General Updates

1. Demolition -
 - A. The bid schedule for the demolition of structures identified and declared slum and blight is as follows:
 - i. Advertisement to appear in the newspaper - October 30th and November 6th;
 - ii. Pre-bid Meeting - November 6th @ 2:00 p.m. (City Manager's Conference Room)
 - iii. Bid Opening - November 20th @ 10:00 a.m. (City Manager's Conference Room)
 - iv. Notice of Awards - November 22nd
 - v. Contract Signing - December 10th @ 2:00 p.m.
 - vi. Pre-construction Meeting - December 10th @ 2:00 p.m.
 - B. Attached hereto is a revised/amended list of structures that were declared slum and blight on September 5, 2019. Said list denotes, via color, those properties to be bid out for demolition, those properties that will be demolished by Public Works, those that will be demolished by the owner, those under appeal, those to be rehabilitated and those that were identified as clerical errors.
2. Fall Clean-up - The City's Fall Clean-up ran for three (3) consecutive weeks beginning on September 23rd and concluding on October 11th collecting 128 loads totaling 220.85 tons with a tipping fee of \$8,392.30. In comparison, the 2019 Spring Clean-Up resulted in 147 loads totaling 234.39 tons with a tipping fee of \$8,906.82.
3. The Sanitary Board met on October 8th and approved entering into an agreement with Nutter Fort and its Sanitary Board, for the extension of the acceptance of interceptor sewage. This extension is requested by Nutter Fort in order to perform upgrades to their system. This item is on the agenda under "New Business" asking for approval of an ordinance concerning the referenced extension.

4. The Harrison County Mayors' Association met on October 9th and resolved to send a communication to Gov. Justice to propose solution(s) to address the condition of state-owned roads in county municipalities. Such suggestions, as identified by Stonewood Mayor Jim Terango, included a substantial pay increase for skilled and unskilled workers employed by the DOH, as well as suggesting the DOH enter into agreements with municipalities that would allow local public works crews to perform routine maintenance and other repairs on state-owned roads.
5. As I mentioned in a previous Report, Fairmont State University's Community Health Program faculty and students are conducting a community needs assessment for our city. They will be collecting information from people who live, work, volunteer, or go to school in the city. This assessment will allow us, as a City, to gain insight and utilize the findings to better address the needs of our citizens. Information regarding the survey can be found on our social media pages and I encourage all of you to participate in the survey. We will receive the assessment results once the project is completed.
6. Chairperson Wayne Worth of the Task Force on Public Safety has scheduled five (5) meetings for his committee. The meetings are open to the public and will be held at 6:00 p.m. in the City Manager's Conference Room on the following dates: October 24th, November 14th, December 4th, December 12th and December 18th. This schedule also appears on our social media pages.
7. A petition, to be referred to the Planning & Zoning Commission for review, public hearing and recommendation, has been filed by Paula Johnson requesting the abandonment of one-half of the unnamed and unencumbered alley way that runs adjacent to her property located on Spring Avenue. This item appears on the agenda under "New Business."
8. New Dental and Vision Insurance - As mentioned in an earlier Report, the Employee Committee researched and reviewed various dental and vision insurance plans. New plans are being offered through Guardian. There is also a new Onboarding Platform through EaseCentral where employees will be able to view information regarding policies, coverage, amounts (if any) to be deducted from their paychecks. One (1) dental plan is being offered and employees may choose from two (2) different vision plans, Guardian through Davis or Guardian VSP. Also, Guardian is offering an optional Critical Illness and Accident Plan. All employees, as well as Council, received a packet detailing this information and everyone must be enrolled by this Sunday, October 20, 2019 to allow for the start date of benefits to begin on November 1, 2019. Anyone needing assistance with these insurance matters may contact Desiree Lambert or Cindy King.
9. I attended the Harrison-Clarksburg Board of Health meeting today wherein we learned that the WV Department of Health and Human Resources, Bureau for Public Health, has issued Health Alert #161 regarding severe pulmonary illness associated with vaping. The Board of Health will be discussing this topic at a future meeting.
10. Received an announcement from Harrison County Economic Development Corporation Executive Director Amy Wilson of a one-day seminar at the North Central WV Regional

Airport on November 6th from 8:30 a.m. to 2:30 p.m. entitled "Access Asia" wherein individuals can meet one-on-one with top U.S. Government market experts from Japan, South Korea and Thailand and learn about opportunities for industry in each market and plan strategies to increase international sales.

Police and Fire

1. Police -
 - a. The Physical Ability Test was held on October 5th with 19 individuals appearing therefor. Fourteen (14) successfully completed said test with twelve (12) of the 14 appearing yesterday evening for the Written Test. All twelve (12) received a passing score on the written test and will now move on to background reviews.
 - b. Currently, we have 40 officers: three (3) in the Academy will graduate November 1st. We hope to get the six (6) police officers that were recently hired into the January 2020 class. Should any of the six not get into the January class, the next Academy class will be April 2020. Of the 40 officers, two (2) are currently on military leave with a return date in the next calendar year.
 - c. Neighborhood Watch Program - On October 8th, Interim Chief Snyder held a second meeting with Stealey residents at Forward Church to discuss community concerns.
2. Fire -
 - a. Our HAZMAT Team was alerted by Lewis County 911 at 9:00 p.m. on October 11th to respond to a chemical leaking from a tractor and trailer. The Team contained the leak until the shipping company's clean-up crew arrived on the scene at 1:30 a.m.
3. Police and Fire Pension Funds - For the Police Pension, the Plan's funded ratio went from 24.0% to 27.5% and the Plan should be fully funded by 2042. For the Fire Pension, the Plan's funded ratio went from 21.5% to 24.8% and the Plan should be fully funded by 2044.

Economic Development

1. Ribbon Cuttings -
 - a. REMINDER - Verizon Wireless, 252 Emily Drive - Tomorrow at 11:00 a.m.
 - b. L&J Body Bar, located at 203 North 4th Street, will be held on Thursday, October 24th at 11:00 a.m.

I encourage those who can to please attend the ribbon cuttings to welcome our new businesses.

Events

1. RGPAC -

REMINDERS:

- a. Sunday, October 20th at 7:00 p.m. - Disney's Hocus Pocus. This will be a special "Sip & See" movie event where patrons 21 and older can purchase the Sanderson Sister's famous Witches brew to enjoy while they watch the Halloween classic.
- b. Roots & Boots Tour: Sammy Kershaw, Collin Raye & Aaron Tippin - Friday, October 25th at 7:30 p.m.
- c. Saturday, October 26th from 8:00 p.m. to 11:00 p.m. (doors open at 7:00 p.m.) - Dance the night away on the historic RGPAC stage at its inaugural "Grand Costume Ball." This event will benefit the Robinson Grand Community Theatre. Tickets are \$25.00 and additional details can be found on our social media sites.

IN ADDITION:

- d. ONCE, the Musical will be held on Saturday, November 2nd at 7:00 p.m.
- e. World Premier of Desk Clerk will be on Friday, November 8th at 7:30 p.m.

2. REMINDER - Notre Dame High School Homecoming Parade will be held tomorrow evening at 6:00 p.m. The route is from the VA to Hite Field.
3. National Drug Take Back Day - Saturday, October 26th will take place from 10:00 a.m. to 2:00 p.m. at two (2) locations: CPD, 222 West Main Street and at the Eastpointe Kroger. No longer needed and/or expired medications can be dropped off at either location. This is a free, anonymous service that helps citizens rid their homes of expired and/or unneeded drugs. (No liquids are accepted).
4. REMINDER - Downtown Trick-or -Treat will be Wednesday, October 30th from 5:00 p.m. to 6:30 p.m. RCB Eagle Cabinet will also have a Trunk or Treat at Jackson Square during that time.
5. The Annual Veteran's Day Parade will be held on Monday, November 11th at 10:30 a.m.

	A	B	C
1	2326	Hamill Avenue	
2	1331	N. 19th Street	PW
3	1636	Williams Avenue	PW
4	1501	Crislip Avenue	PW
5	1310	George Avenue	PW
6	1426	Adams Avenue	PW
7	115	Lemley Court	
8	128	Winding Way	PW
9	200	Duncan	
10	161	Park Blvd	PW
11	765	Glendale Avenue	PW
12	769	Glendale Avenue	PW
13	115	Gandy Street	
14	116	Gandy Street	
15	101	Summit Court	
16	780	Locust Avenue	
17	341	Sycamore Street	
18	390	Broaddus Avenue	
19	392	Broaddus Avenue	
20	619	Dale Avenue	
21	312	S. Chestnut Street	
22	409	S. Chestnut Street (garage only)	
23	427	Washington Avenue	
24	536	S. 3rd Street	PW
25	300	Wilson Street	PW
26	182	Hickman Street	
27	137	Cherry Street	
28	301	Sandy Boulevard	
29	303	Sandy Boulevard	
30	238	Clay Street	PW
31	327	Monticello Avenue	
32	116	Flynn Street	
33	347	Monticello Avenue	
34	110	Anderson Street	
35	318	Harrison Street (garage only)	PW
36	121	Shuttlesworth Street	PW
37	203	Austin Avenue	PW
38	319	Worley Avenue (garage only)	
39	1333	E. Main Street	PW
40	306	Duff Street	
41	132 & 134	School Street (large garage)	
42	120	Martin Street	PW
43	1316	Lafayette Street	
44			
45			
46			

	A	B	C
47			
48			
49			
50	317	Jackson Avenue	Owner Demolition
51	317 1/2	Jackson Avenue	
52	135	Austin Avenue (garage)	Owner Demolition
53	217	Austin Avenue	Owner Demolition
54	1803	Richards Avenue	Owner Rehab
55	120	N. 6th Street	Owner Rehab
56	616	Buckhannon Avenue	Owner Rehab
57	222	Harrison Street	Appealed
58	515	S. 5th Street	Appealed
59	130	W. Pike Street	Previously Demolished
60	217	Sycamore Street	Previously Demolished
61	1211	E. Main Street	Previously Demolished
62			
63	** Left on list due to clerical error		