



OFFICE OF  
CITY MANAGER

# CITY OF CLARKSBURG

WEST VIRGINIA

## CITY MANAGER'S REPORT/UPDATE

Manager's Report

March 5, 2020

Submitted by: Annette Wright, Interim City Manager

### General Updates/Information

1. Demolition -  
  
Empire Builders has completed all structures awarded in their contract; Cira & Associates are finishing up the abatement of contract 2 and the Public Works crews are working on completing one of two contracts.
2. A proposed paving list will be presented by the end of the week with said list to be discussed at next week's work session.
3. Fiber Optics - With this project, the only item remaining is the verification of phone lines. Tate Communication and CityNet are double checking all active lines prior to disconnection. This will greatly reduce the current \$2,000 phone bill with Frontier.
4. An AXA Advisor will be here on Wednesday, March 11<sup>th</sup> in Council Chambers from 10:30 a.m. to 3:00 p.m. to work with employees who may be interested in such services.
5. A representative from the Attorney General's Office was here yesterday in City Hall and set up a table to provide information to the public regarding identity theft, telephone scams, prescription medication disposal and other topics of interest.
6. The City will be presenting a Rain Barrel Workshop on Tuesday, March 10<sup>th</sup> at Veteran's Memorial Park Mini Golf location.
7. The Clarksburg-Harrison Public Library will showcase the "Best of Harrison County Students Artwork" throughout the entire month of March.

### Police

1. PFC First-Class Steve Moser will be promoted to the rank of Sergeant with the oath of office scheduled for Monday, March 9<sup>th</sup> at 3:00 p.m. in Council Chambers.

### Fire

1. Captain Murphy presented the Operation Not One More program in three more schools since the last Council meeting and has received a \$5,000 grant from State Farm for the continuation of the program.
2. Chief Scott taught a stop the bleed and first aid class for Courthouse employees on February 27<sup>th</sup>.
3. We have one (1) vacancy in the Fire Department due to a resignation with said position to be filled within the next week or so as we have an Eligibility List in place.
4. Next week the Health Department will be providing a brief training session to our fire firefighters on signs/symptoms, as well as protection from the Coronavirus. This training is also available to our police officers.
5. The Fire Department received a \$100,000 grant from the WV Division of Homeland Security and Emergency Management. This non-matching grant can be used for the purchase of hazardous materials and personal protective equipment.

### Economic Development

1. Ribbon Cutting - BurgerIM - 254 Emily Drive - Tuesday, March 17<sup>th</sup> at 11:00 a.m.

### Events

1. RGPAC -
  - a. All-County Band Concert - Tuesday, March 10<sup>th</sup> at 7:00 p.m. - \$5.00 Tickets are available at the door
  - b. Reminder - Ronnie Milsap - Saturday, March 14, 2020 @ 7:00 p.m.
  - c. Reminder - Landau Eugene Murphy Jr. - April 11, 2020 @ 8:00 p.m.
2. Adamston Lions Club will be having a broom and mop sale this Saturday (March 7<sup>th</sup>) starting at 9:00 a.m. at Christ Church United Methodist parking lot.
3. A St. Patrick's Day pool party will take place at the YMCA from 6 - 8 pm on March 13<sup>th</sup>.

4. "Clarksburg's Got Talent" will take place at the Uptown Event Center/PWA on Saturday, March 14<sup>th</sup> from 11:30 a.m. to 2:30 p.m.
5. The monthly group "Hooks & Books" will meet at the Clarksburg-Harrison Public Library on March 16<sup>th</sup> from 4:30 p.m. - 5:30 p.m.

**FOIA**

1. A FOIA request was received from Quinton Andrews requesting any and all documents that reflect the names of the police officers that responded to an assistance call at The Mountaineer Mart in February, as well as information regarding said incident in which he was involved.
2. Four (4) FOIA requests have been received from Martin Shaffer requesting documents between the Code Department and Finance Department regarding my directive to suspend the issuance of permits, Certificate(s) of Use and Occupancy to individuals/entities owing the City more than \$1,000 for unpaid fees, taxes, etc.; a request for all complaints received regarding 1709 N. 16<sup>th</sup> Street; a request for communications from or to Mr. Shaffer in the past 18 months; a request for all complaints filed by Code Enforcement against any and all persons over the last 24 months with the Department of Labor.
3. A FOIA request has been received from Christine Condone, a reporter with the Howard Center for Investigative Journalism at the University of Maryland, requesting information regarding "drug and gang house ordinances."

All FOIA requests will be handled in accordance with the provisions of State law.

**Misc.**

1. A huge "Thank You" to those City representatives (Mayor Kennedy, Councilman Keith, Police Chief Kiddy and Deputy Chief Hartley) for their participation in the United Way's Telethon Campaign on February 26<sup>th</sup>.