



OFFICE OF  
CITY MANAGER

# CITY OF CLARKSBURG

WEST VIRGINIA

## CITY MANAGER'S REPORT/UPDATE

Manager's Report

April 2, 2020

Submitted by: Annette Wright, Interim City Manager

During this unprecedented time, the focus of the Manager's Report will be on the health, safety and wellbeing of our city, its citizens and our valued employees as we work together to navigate through the COVID-19 pandemic. Our Police and Fire Chiefs have participated in PSA's for our social media sites to apprise our citizens of tips to protect themselves from this virus, as well as to instill calmness and hope.

We are fortunate to have highly knowledgeable and dedicated employees, especially during such trying and uncertain times, who are committed to the wellbeing of others and to keep the City running. Protocols have been put into place to ensure that we keep ourselves and our citizens as safe as we can. All our employees throughout the City and City government, in and of itself, are considered "essential." With that being said, the departments are operating as set forth below through the end of April, at which time I recommend we reevaluate where we are as a community and a state in the midst of this pandemic and make any necessary adjustments.

All City facilities have been closed to the public but remain open for the conduction of business by way of telephone, email, remote methods, etc. Information has been posted on our social media sites and respective buildings as to the operations, as well as contact information for various departments and/or services. Other than our Police and Fire Departments, all departments are operating with skeleton/rotating crews in order to adhere to the social distancing recommended practice.

The basketball courts and playground facilities have been closed to the public with bright signs placed to alert of such closings. Past practice of yellow caution tape has proven ineffective as the caution tape is taken down shortly after it is put up. We will continue to monitor the parks and playgrounds to deter the gathering of individuals and disperse groups as necessary to "flatten the curve" in an effort to limit the spread of this virus.

I remain in constant contact with our department heads as to this pandemic and we discuss our practices, procedures and concerns to make any necessary adjustments to ensure public and employee safety.

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Regarding the demolition program, the Public Works Department has completed the demolition of all structures contained on Contract 1 and will begin the next round once the situation allows.

With regard to the paving project, the bid opening date for our FY 2019-2020 paving project has been moved to May 1<sup>st</sup> which, depending on the situation at that time, will either be held in person or via videoconference.

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With April 1<sup>st</sup> being “National Census Day,” we need to continue to remind everyone of the importance of completing the census form. This information dictates much of the various funding and services we receive here in our community. We will continue to post information regarding the census on our social media sites to encourage everyone to participate and be counted!

\* \* \* \* \*

As previously reported, we have six (6) police applicants awaiting the final scoring phase of the eligibility list process which is the interview with the Police Civil Service Commission. In light of the current situation, these interviews will be scheduled as soon as practical.

Officer Brett Levine has requested reinstatement to the Clarksburg Police Department with the Police Civil Service Commission certifying his eligibility for reappointment. He will be returning on April 20<sup>th</sup>.

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**A few positive highlights in this otherwise standstill situation:**

- **The Kroger project at EastPointe is moving forward with the demolition of the old K-mart building underway.**
- **Clean Slate Laundromat, located at the corner of Monticello Avenue and East Main Street, is slated to open tomorrow with a ribbon cutting to be held at a later time.**
- **The Police Department has now completed the switch-out of their weapons with all officers now having new pistols. As you may recall, Chief Kiddy was able to get these new weapons at no cost to the City.**
- **The Malfregeot family donated 3,000 sets of medical gloves to our police and fire departments, as well as the Sheriff's Department.**

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**In closing, I want to thank all of our employees for their dedication and commitment and remind everyone to stay home, wash your hands (often) and stay safe!**