



OFFICE OF
CITY MANAGER

CITY OF CLARKSBURG

WEST VIRGINIA

City Manager's Report
July 16, 2020
Submitted by Harry R. Faulk

Manager's Office

1. The City was awarded over \$900,000 in grant money through the Office of Abandoned Mine Lands and Reclamation (AML) for the Leon Street Landslide. We are currently working through the applications and design phase. This project should begin early next year.
2. I am continuing to draft the new Policy Handbook. There have continued to be issues that arise that are not covered in the handbook and those will be added. This should be completed by the end of the month and for Council's consideration in August.
3. Demolition has started at the Chase Bank property. The developer will announce the project shortly.
4. The Clarksburg Sanitary Board met on July 14 and approved the first draw request of the SFR Loan (Long Term Control Plan – Phase IV).
5. The Planning & Zoning Commission met on July 8th and denied the petition filed by Cody Alfaro, which a public hearing was held to discuss his plans to erect a garage for a small detailing business.

Police Department

1. The five new officers will report to full duty on July 20th.
2. Patrolman Bender will be transferred from the Patrol Division to the Mountaineer Highway Interdiction Team to assist with combating narcotics in our area.
3. Patrolman Collins will be transferred from the Patrol Division to the Investigation Division.

Fire Department

1. One working structure fire overnight on July 13th. No injuries were reported.
2. Assisted Health Department with the COVID-19 testing at Robert C. Byrd Highschool on July 14th.

Robinson Grand Performing Arts Center

1. All 18-line set shafts have been replaced and covered under warranty.
2. Appropriate PPE and barriers have been secured and are currently being installed to adhere to the current set of orders for social distancing.
3. Continuing to hold private events and currently planning a virtual comedy performance for late this year. Also have fielded 20 inquiries for future events, and facilitated 2 site visits for future performances.

City Parks

1. Currently working on solutions to prevent the geese from entering the Freedom Shelter at the VA Park. The geese are leaving that shelter a mess. Crews continue to clean it every day and prior to rentals.

Code Enforcement

1. The Department issued 35 building permits for projects totaling \$130,077.00.
2. Fifty-three Notice of Violations were issued resulting in 6 citations. Eleven structures were condemned and three were added to the demo list.

3. Four residential and 22 commercial inspections were performed. Three vehicles were towed.
4. Animal Control responded to 42 calls for service.
5. There was a prebid meeting held for the Austin Ave Retaining Wall project.

Finance Department

1. There is now a link on our Website under our Finance Department for Open Gov. This will provide residents access to view our Finances to understand the operations of Clarksburg. It will be updated on the 15th of every month.
2. The Department has collected 208 past due fire fee accounts out of 889 letters that were mailed on May 22nd. As of today, \$54,933.07 of the \$245,050.97 has been collected (22%), this was an increase from June 18th of 46 more accounts and an additional \$9,852.42 collected.
3. To date, a total of 1,669 municipal business licenses have been issued for this new year. This is an increase of 153 from two weeks ago.

Public Works

1. Installed 364 feet of new sanitary and 204 feet new storm water pipe.
2. Responded to 38 sewer calls and 45 Notice of Violations calls.
3. Halfway thru the 2019-2020 paving project and placed stone in two alleyways.
4. The storm on July 7, crews removed 12 trees from the roadway and City properties.

Wastewater Treatment Plant

1. For the month of June, 337 million gallons of wastewater was treated with no violations reported.
2. Inspections and maintenance repairs are currently being done on all outside tanks.
3. The DEP performed their inspection of the pretreatment program on July 14th and we are currently awaiting the report.

“Proud Past...Unlimited Future”