



OFFICE OF
CITY MANAGER

CITY OF CLARKSBURG

WEST VIRGINIA

City Manager's Report
August 6, 2020
Submitted by Harry R. Faulk

Manager's Office

1. Adam Barberio has tendered his resignation with the City after proudly serving the Citizens of Clarksburg for 17 years. August 5th was his last day.
2. The Levy Election was held on July 25th, with 363 voting for the Levy and 55 voting against it resulting in 86.8% in favor.
3. A representative from GeoDecisions met with Code Enforcement to demonstrate software that assists local government in managing day to day operations such as property management, zoning, permitting, violations, complaints, stormsewer and wastewater infrastructure mapping and overlays. They will be back later this month to demonstrate the program to Public Works.
4. The Finance Committee met on August 4th and will be providing a list to Council for recommendations.
5. Desiree Lambert title has changed from Insurance Officer to Human Resources Coordinator. We are currently updating every employee job description that is required for evaluations. We are also updating the performance appraisals section of the employee handbook. The handbook should be completed and presented to Council next month.
6. North Pole Ice will have a Ribbon Cutting and Grand Re-Opening on Thursday, August 13th at 1:00 p.m.

Police Department

1. All five new officers have graduated the W.V. State Police Academy and are currently working on shifts, Ptm. Colley is currently off recovering from shoulder surgery, will be back to full duty in several weeks.
2. The Task Force served a search warrant in Clarksburg last week, recovered 2 oz. heroin/fentanyl mixture, 1 oz. meth., 12 firearms including 2 sawed off shotguns, 1,000 rounds ammo, a bulletproof vest, and 3 explosive devices.
3. Since an officer has been added to the Mountaineer Highway Interdiction Team (M.H.I.T.) two weeks ago, several traffic stops have been initiated leading to vehicle searches recovering stolen firearms, marijuana, meth. and Subutex.
4. Covid-19 reimbursement has been submitted to finance dept. for PPE supplies and overtime, totaling \$9,973.43
5. The Department responded to over 2,000 calls for service in the month of July leading to 161 arrests and 31 crash investigations.
6. The Department on August 3rd started a tow service rotation.
7. The Police Dept. has started a Facebook page, to assist in obtaining information and disseminating information to the public.

Fire Department

1. The department responded to 292 alarms during the month of July and have a total of 770 hours of training completed.
2. All AED's City wide were inspected and the AED pads were all updated.
3. The department will begin to train and certify all City employees in CPR and First Aid.

Robinson Grand Performing Arts Center

1. The filming of the RGPAC's newest fundraiser/virtual performance "Comedy for a Cause" was completed on Friday (7/31). This performance featured the Vintage Theatre Company's Fearless Fools. The performance will be available on multiple social media platforms starting Friday (8/14). Marketing has begun for this virtual fundraising event.
2. Just over \$2,500 has been raised for the RGPAC's virtual fundraising initiatives to-date. Additional donations are expected as more virtual performances are released.
3. Approximately \$160,000 in committed capital campaign contributions is expected by late 2020. These contributions will help to cover all RGPAC operational costs.

Code Enforcement

1. Once the Ordinance for the position of Director of Code Enforcement is approved, we will begin to advertise tomorrow. The deadline to apply will be August 21st. The goal will be to have someone in place next month.
2. The Department issued 67 building permits with a total project cost of \$412,620.70.
3. Forty Notice of Violations were issued resulting in 20 citations and 10 condemnations. Two structures were added to the demo list, 10 vehicles were tagged for towing and 23 inspections were performed
4. Animal Control responded to 55 calls of service resulting in 24 animals taken to the HCAC.
5. We will be interviewing several contractors next week for the Haymond Highway Bridge replacement. Once we have this project shovel ready, we will begin to apply for grant money for this project.

Finance Department

1. The City has applied and received a total of \$2,222,209.76 in Care Act Grants Funding.
2. The department is currently working on detailed reports and financial information in regards to the Opioid Lawsuit.

Public Works

1. The Department responded to 38 sewer call and 30 Notice of Violations.
2. Installed 225 feet of new sanitary sewer pipe and 145 feet of new storm sewer pipe, along with replacing two catch basins.
3. The 2019-2020 paving project has been completed.
4. Fifteen tons of yard waste was picked up and four traffic signals were repaired.
5. Cleaned sidewalks and curb line in the downtown area.

Wastewater Treatment Plant

1. For the month of July, the plant treated 259 million gallons of wastewater with no violations to report
2. The construction for the Phase IV Long Term Control Plan will begin in September.
3. Chemical bids will be due on August 7th at 1:30 p.m. and will be opened.

"Proud Past...Unlimited Future"