



OFFICE OF
CITY MANAGER

CITY OF CLARKSBURG

WEST VIRGINIA

City Manager's Report
September 3, 2020
Submitted by Harry R. Faulk

Manager's Office

1. Employees from each department met last week to review and make suggestions to The Clarksburg Personnel Policy and Procedures Manual.
2. Interviews were conducted for the Director of Code Enforcement.
3. An employee meeting was held in conjunction with the Police and Public Works Departments to discuss safety concerns with parking at the City Parking Garage. We also toured the facility and will be making necessary improvements such as lighting, cameras, and emergency call boxes.
4. We will begin advertising for a part time IT position tomorrow.
5. Employee flu vaccines are scheduled for September 15th from 8:00 a.m. to 10:00 p.m.
6. Today we held a ribbon cutting ceremony for Hung Gar, a martial arts school located at 408 E. B. Saunders Way.
7. There will be ceremony held on the front lawn of City on Friday, September 11, beginning at 8:46 a.m.

Police Department

1. The department responded to 3,505 calls for service for the month of August that lead to 22 felony arrests, 127 misdemeanor arrests, 130 criminal reports, and 43 vehicular accident reports.
2. We would like to welcome Ptlm. Alex Ganci back from his year long military deployment. His first shift will be September 6.
3. Our newest officer, Ion is a 15-month-old German Shepard and is currently training to take a bite out of crime here in Clarksburg.
4. The department's interdiction unit has made 6 felony and 8 misdemeanor arrests and seized 2.5 ounces of meth, 1 ounce of marijuana, and 4 ounces of heroin totaling \$5,000 in street value.
5. Sgt. Mike Walsh's 19th anniversary with the Clarksburg Police Department will be tomorrow. Thank you for your dedication to the City.

Fire Department

1. The Ladder Truck was towed to Western Branch Diesel in Charleston to have the transmission replaced. The estimated cost is \$17,760.87; however, we may recoup up to \$4,300 for the core charge. It should be back in-service next week.
2. The department responded to 234 fire alarms for the month of August and logged 691 hours of training.

Robinson Grand Performing Arts Center

1. Four private events are scheduled for the month of September.
2. The RGPAC is assisting in hosting and executing the 42nd Annual West Virginia Italian Heritage Festival - The Virtual Interactive Experience on September 4, 5, & 6. The event is a combination of live-streamed performances/content with previously recorded and archived content. All live-streamed performances will take place on the RGPAC stage.

City Parks

1. The Movies in the Park has now ended and had a successful year.
2. Working with the City Attorney regarding selling surplus property.
3. Partnered with the Girl Scouts to work on public service projects for our parks.
4. The Staff has completed basic first aid and CPR Classes conducted by our fire department.

Code Enforcement

1. Issued 50 building permits for total project cost of \$460,658.56.
2. Thirty-Three Notice of Violations were issued leading to 14 citations, 5 condemnations orders, and 4 voluntary demo orders. Thirteen structures were reboarded.
3. Seven residential and 10 commercial inspections were performed.
4. Animal Control responded to 42 calls for service.
5. Work will begin next week on the Austin Ave retaining wall.

Finance Department

1. The City has been awarded \$565,364.69 for the 3rd round of CARES Act funding.
2. Filed 600 liens for unpaid fire service fee accounts.
3. Eighty Two percent of second quarter 2020 B&O Taxes have been filed and 79% of 2020-2021 licenses have been renewed.

Public Works

4. Reviewed the current demo list to see what structures can be demolished inhouse.
5. Met with Mon Power to explore adding lights on Route 98 near the VA Hospital.
6. Met with representatives to review installing parking gates and call boxes at our Parking Garage.
7. Began working on the 2020-21 paving list and responded to 27 NOVs.
8. Cleaned 20, replaced 4 and repaired 5 catch basins throughout the City.
9. Replaced 28 feet of storm pipe, 20 feet of sanitary sewer pipe and replaced 106 feet of sewer lateral lines.

Wastewater Treatment Plant

1. The plant treated 214 million gallons of wastewater for the month of August with no violations.
2. Brandon Fouse has successfully met the Class IV Wastewater Operator Certification requirements and will be promoted from Class III technician to Class IV.

“Proud Past...Unlimited Future”