



OFFICE OF
CITY MANAGER

CITY OF CLARKSBURG

WEST VIRGINIA

City Manager's Report
November 19, 2020
Submitted by Harry R. Faulk

Manager's Office

1. Stantec has prepared the current advertisement for the asbestos abatement and/or demolition of all fire damaged structures in Clarksburg. Bids will be received until December 3rd, and then Council will award the contract at the Council Meeting that night.
2. The Beautification Committee recently met and has selected several buildings throughout town for murals that are currently being designed.
3. The City will be escorting Santa Claus through town on Friday, December 11 beginning at 6:00pm at the VA Park. Please join us and be a part of the parade. Details are on our website.
4. Santa Claus has provided the City with a special mailbox located on the front of City Hall for children to place their letters to be mailed to Santa. They will all be delivered to him on December 15th. Details are on our website.

Police Department

1. The next shipment of Ring Doorbell Cameras has been delayed due to a recall. The devices that have already been distributed have not been affected by the recall.
2. An application has been submitted to the State Police Academy for the three newly hired police officers with a tentative start date of January 2021 for the Academy.
3. Sgt. McGlone and K9 Ion have started their patrol duties this past Monday, November 16, 2020.

Fire Department

1. Captain Cindy Murphy has successfully distributed 600 smoke detectors to all the first graders in Harrison County for Operation "Not One More."
2. Firefighters that are EMT certified are working on their required recertification training to be completed by the end of the year to maintain their certification.

Finance

1. Ninety-four percent of our workforce has successfully completed the sensitivity and diversity training.
2. Seventeen new business licenses have been issued along with 1 municipal, 10 contractors, 2 handyman, 1 service, and 3 rental licenses.
3. Two hundred and thirty final notice letters for past due parking tickets have been mailed. The collection amount is \$6,330.00.
4. Revenues for the General Fund are at \$10.9 million or 51% of the budgeted amount and Expenditures are at \$6.8 million or 32% budgeted. We have received \$3.3 million in COVID-CARES ACT grant money.
5. B&O Tax Revenue is down by \$166,000 or 6% compared to last year and sales tax is down by \$87,000 or 3% as compared to last year. We anticipate continuing to receive our budgeted amount in those line items for this fiscal year.

City Parks

1. Lifeguard instructor certification is currently taking place for the staff.
2. Restrooms are currently being winterized.
3. Rec Center roof and drain repairs have been completed.

Robinson Grand Performing Arts Center

1. Five private events are scheduled for the month of November.
2. The Center provided a 3-day rental in the Educational Center for local law enforcement training.

Code Enforcement

1. Bryan Reed and Cathy Keener have been selected and will be joining our team as our newest Code Enforcement Officers. Their first day will be next Monday. Let us welcome them to our great City.
2. Five Notice of Violations were issued along with 12 Citations. Sixteen residential and seven commercial inspections were performed. Five stop work orders were issued, three vehicles were tagged, and one was towed.
3. Animal Control responded to 34 calls for service.
4. The Austin Ave Wall is 99% completed.
5. The new Kroger's is expected to open January 2021.

Public Works

1. Its beginning to look a lot like Christmas, thanks to our Public Works Department.
2. Seventy-five feet of new sanitary and 10 feet of new storm sewer pipes have been installed.
3. Responded to 38 sewer calls and six Notice of Violations reports.
4. The annual leaf cleanup continues, along with 15 tons of yard waste were collected.
5. Fourteen GPS units for city wide vehicles have been installed.

Wastewater Treatment Plant

1. A meeting was held with Thrasher Engineering for discussions on a new hydraulic actuator for the main gate in the pump station along with installation and repairs.
2. The DEP has recertified the WWTP Lab for years 2020-21.

"Proud Past...Unlimited Future"