



OFFICE OF
CITY MANAGER

CITY OF CLARKSBURG

WEST VIRGINIA

City Manager's Report
October 21, 2021
Submitted by Harry R. Faulk

Manager's Office

1. The Department Directors, Deputies, Foreman's, Captains, and Lieutenants from the Fire and Police Departments will participate in a leadership building class on November 2nd at the Robinson Grand.
2. Interviews for the Multimedia Specialist position will take place next week.
3. Interviews were conducted for the Public Works Foreman Position and Kenny Smith was selected.
4. The Urban Renewal Authority participated in the Harrison County Delinquent Tax Lien Sale and purchased 21 properties at a cost of \$1,400. These properties had \$132,704 worth of liens, mostly consisting of demolition. A list is available on our website.

Police Department

1. Interviews were conducted for the position of Police Officer and six candidates were selected and will be sworn in on November 9th at 10:00 a.m. here at City Hall. This will bring our total to 46 police officers, making this department fully staffed.
2. Five new police cruisers were delivered this week.
3. The steps were completed between City Hall and the parking lot. Also, the sally port is now configured to securely bring suspects though there instead of through the employee entrance.
4. Extra officers will be on duty to patrol the neighborhoods on Halloween.

Fire Department

1. The Department conducted a Chlorine leak training session at the Wastewater Treatment Plant.
2. Lt. Mark Walsh and Lt. Marion Watts successfully completed their Fire Officer 1 & 2.

Finance Department

1. The Department purchased the Budget & Planning Module with OpenGov to modernize and streamline our budget process amongst all City Departments.
2. Dominique Spadafore was transferred to the Finance Department to fill the open Account Clerk Position.
3. Ring Doorbells are still available through Project B-Safe. Please contact the finance department to complete an application.

City Parks

1. The second annual "Trunk or Treat" will be held at the Amp on October 23rd from 6-8 p.m. Thirty-One businesses and organizations are registered to participate.
2. The Department is working with our Engineer to evaluate the erosion issue along the Mayor's Fitness Trail at the VA Park.
3. Applications are being accepted for the position of part-time Receptionist at the Park Office.

Robinson Grand Performing Arts Center

1. The Center hosted 9 major events in October with over 5,000 patrons attending.
2. The Ronnie Milsap concert is scheduled for tomorrow night and is nearly sold out.

3. This Sunday, the southern gospel sensation: "The Hoppers," will take the stage.
4. A local middle school will be attending a special movie screening field trip next week.

Code Enforcement

1. The Department issued 37 building permits for a total project cost of \$494,644. Twenty-five notices of violations were issued, six structured were condemned, and 32 were moved to demolition.
2. Twenty-nine residential and 13 commercial inspections were performed. Seventeen vehicles were tagged for towing.
3. Animal Control responded to 42 calls for service with 14 animals taken to HCAC.

Public Works

1. Kelly Layton will be retiring at the end of this year after serving the City since 1988.
2. Week two cleanup yielded 19 loads for 30.5 tons, along with 12 tons of yard waste was collected.
3. The Sewer Department replaced 370 feet of storm and sewer lines, replaced 6 catch basins, replaced the pump at the Armory lift station and responded to 11 sewer calls.
4. Preparation has begun for demolishing blighted structures that are set to begin next month.

Wastewater Treatment Plant

1. Planning for the possible treatment of Phosphate that will be added by the Clarksburg Water Board has begun. This will have to include a plant upgrade that could reach about \$1 million.
2. The new non-potable water pumps will be delivered next month and once installed, the Phase IV Long Term Control Plan for the plant will be completed.
3. Planning has begun on the Phase V Long Term Control Plan.

"Proud Past...Unlimited Future"