



OFFICE OF
CITY MANAGER

CITY OF CLARKSBURG

WEST VIRGINIA

City Manager's Report
January 2, 2022
Submitted by Harry R. Faulk

Manager's Office

1. We have received several applications for the position of Code Enforcement Officer. Interviews will start in the coming weeks.
2. Department Directors have started training on the OpenGov Platform for the upcoming budget.
3. Paul Jones has been selected and started this week as our Communication/Multimedia Specialist. He will split his time between City Hall and the Robinson Grand.

Police Department

1. The Department responded to 1,894 calls for service for the month of December leading to 12 felony, and 105 misdemeanor arrests, 153 criminal reports and 46 traffic accident investigations.
2. Lt. Danial Messenger has completed 22 years of service and Sgt. William Reed has completed 20 years of services with the Clarksburg Police Department.

Fire Department

1. The Department responded to 275 calls for service for the month of December of which 184 were medical in nature.
2. There were four residential fires resulting in a fire loss of \$25,000.
3. Todd Smith has resigned, and Gino Gallo retired from the Department as of December 31st, 2021
4. Darren Martin has been hired to the position of Firefighter and Jeff Rogers will be promoted to Lieutenant.

Finance Department

1. Wendy Dutchess, Payroll Officer will retire next month after serving the City for over 33 years.
2. Tiffany Myers, Accountant/Budget Officer has accepted the position of Payroll Officer.
3. Tommi Morrison, Administrative Assistant at Public Work has accepted the position of Account Clerk Collector.

City Parks

1. The Land & Water Conservation Fund Grant application has been completed, mailed, and received by the WV Development Office. It is anticipated that grant award announcements will be made in July of 2022.
2. RainDrop is scheduled to arrive in the spring to make repairs under warranty to the Waterplay Pool.
3. Forcible entry was made into the Fireplace Shelter restroom on December 16, 2021, as a smoldering fire was notice by Park Staff. The Clarksburg Police Dept. and Clarksburg Fire Dept. responded.

Robinson Grand Performing Arts Center

1. Ian Mcara, Operations Manager will oversee the daily operations and rentals of the Center.
2. Jason Young, Executive Director for the WV Theatre Association has been selected as a consultant during the transition period to help with bring in acts and advising City Officials on the best management practices for the Center.

Code Enforcement

1. The Department issued 19 building permits for a total project cost of \$383,153. Twelve Notice of Violations were issued which led to two citations being issued from Animal Control.
2. Three structures were condemned. Fourteen residential and 10 commercial inspections were performed.
3. Animal Control responded to 15 calls for service.
4. Code Enforcement records indicate that a total of 1,093 building permits were issued for a total valuation of \$26,421,688.13 in 2021.

Type of Permit	Total Number of Permits	Total Value of Permits
Single-Family Building Permits	1028	20,405,818.67
Religious Institutions	2	22,264.00
Hospitals and Clinics	2	40,000.00
Professional Offices	4	352,500.00
Schools	1	2,500.00
Retail Stores	53	5,065,795.46
All Other Structures	3	532,810.00

Public Works Department

1. The Department has demolished 1908 N. 21 Street and are preparing for the demolition of 176 N. 1st Street.
2. The Christmas decorations and lights were removed, and 65 Christmas trees were collected. Litter was picked up along Baltimore Ave, Sandy Blvd, N. 12th St. and Ohio Ave.
3. The Department responded to 10 See Click Fix App complaints, 7 flooding issues and 24 sewer complaints.
4. The Sewer Department cleaned 15 catch basins in the Stealey Area along with replacing 60 feet of sanitary sewer lines. Crews also assisted Anmore with sewer issues at Walmart and the new Olive Garden locations, and 19 camera inspections were performed.

Wastewater Treatment Plant

1. The plant treated 222 million gallons of wastewater for the month of December and received 176,350 gallons of septage for a revenue of \$10,278.
2. The drive that runs the Thickener failed and a large bearing was overhauled. The drive was quickly repaired however will need to be replaced soon.

“Proud Past...Unlimited Future”