



OFFICE OF
CITY MANAGER

CITY OF CLARKSBURG

WEST VIRGINIA

City Manager's Report
April 7, 2022
Submitted by Harry R. Faulk

Manager's Office

1. The Committee met to review the Small Business Grant Applications. Recommendations will be presented to Council at the next meeting.
2. Contract negotiations will begin this month with the Public Works Union.
3. The redesign of our website is complete and live.

Police Department

1. The Civil Service Commission has authorized the creation of a new eligibility list for Police Officer. Testing will take place May 14th, and May 21st at the RCB High School starting at 9:00am. Information is available on our website.
2. The Department responded to 2,090 calls for service for the month of March that led to 18 felony, 127 misdemeanor arrests, and 40 motor vehicular accident reports.
3. Four new Officers will begin at the State Police Training Academy next week.

Fire Department

1. The Department responded to 294 calls for service for the month of March, of which 206 were medical in nature.
2. The Fire Marshall's Office continues to give away free smoke detectors to residents of the City. To receive one, please contact his office. To date, 31 have been distributed.
3. The City provided a vacant structure for a two day training course that had 58 participants from four states

Finance Department

1. David Rice has started as our new Accountant and Sherri Matheny was hired as our HR Coordinator. These positions filled budgeted vacancies.
2. The Audit was completed for Fiscal Year Ending 2021 with no findings to report
3. Three hearings are scheduled for April, and five trials are scheduled for the next two months.

City Parks

1. The advertisement for architectural/engineering services for the Ice-Skating Rink and Pickleball Courts is currently being advertised.
2. The positions of Superintendent of Parks and Recreation Coordinator have been advertised.
3. The scheduling of "Movies in the Park" and "Music in the Parks" has begun.

Robinson Grand Performing Arts Center

1. The movie Peter Rabbit 2 sold 65 tickets and the Oak Ridge Boys Concert was a 90% sell out.
2. There are over five events and concerts taking place this month. Please visit our website for details.

Code Enforcement

1. The Department issued 50 building permits for a total project cost of \$1 million. Twenty-nine Notice of Violations were issued along with three Citations. Seven structures were condemned. Seventeen residential and eighteen commercial inspections were performed.
2. Longhorn Steakhouse has submitted plans and construction is anticipated to begin in two months. Plans have also been submitted for a new car wash on Emily Drive.
3. Animal Control responded to 39 calls for service.

Public Works Department

1. Crews have completed the second week of spring clean up and the tonnage has dropped significantly from the previous years. The 2021-2022 paving program is being finalized. The Department responded to eight See-Click-Fix complaints and demolished structures on North 1st, Monticello, Maud and N. 3rd.
2. The Compost Center is opened and is accepting purchases and the Traffic Commission has approved the South Chestnut and Camden Intersection to a four-way stop after completed a traffic study.
3. The Sanitary Department replaced three catch basins at Carr Ave and Elm Street, installed 60 feet of new sanitary lines, responded to 36 sewer complaints, and inspected 35 locations with the camera.

Wastewater Treatment Plant

1. The Plant treated 298 million gallons of wastewater for the month of March with no violations to report. The Plant received septage for a revenue of \$14,717.
2. Jon Wilson was promoted to Shift Operator and Stacy Soles passed his Class II Wastewater Exam.
3. The Board is working with Thrasher to obtain funds from the Infrastructure Bill to help treat the Phosphate that will be introduced later.

“Proud Past...Unlimited Future”