



# City of Charles Town

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## MEMORANDUM TO THE MAYOR AND CITY COUNCIL

FROM: Daryl Hennessy, City Manager

SUBJECT: City Manager's Report

DATE: August 17, 2020

### **ADMINISTRATION AND OPERATIONS**

COVID-19 Return to Work Plan - Employees. The city updated and distributed a revised COVID-19 return to work plan for employees last week. The primary changes relate to travel, quarantine, exposures, employee testing positive, use of public parks, and the second-floor rental of Charles Washington Hall. The document was also distributed to members of city council last week and is available for others to review as requested.

Clean Water Act Citizen Suit. The City of Charles Town and its utility board received notice on August 7, 2020 that a group of citizens intend to sue the city in federal court for violations of the Clean Water Act. The earliest the suit can be filed is 60-days from the date of notice. The primary charges in the notice are that the city is constructing the Route 9 sewer project without a valid permit and the unlawful discharge of sediment along the construction route. The city's legal advisors have been notified and will prepare a defense. I will continue to keep the city council updated on this matter.

### **COMMUNITY AND ECONOMIC DEVELOPMENT**

Main Street Ribbon Cuttings. Since the last city council meeting, elected leaders and city staff participated in two ribbon cuttings for new businesses located in our downtown. The first was held on August 8 at 9:30 am for Weant to Play, a sports consignment store located at 306 W. Washington Street. The second was held on August 15 at 10:30 am for Double Iris Yoga and Massage located at 201 W. Washington Street. Both businesses are occupying storefronts that were previously vacant and should bring new customers to the downtown.

### **PUBLIC WORKS AND UTILITIES**

Pavement Condition Assessment. Field representatives from Michael Baker International, Inc. will be in town in late August/early September to begin assessing the condition of the city's streets. They will travel every street in the community to take pictures, perform measurements, and study problems with the existing conditions. The final product will be a complete assessment of the street conditions with recommendations for prioritizing repairs/replacements and evaluating the costs to adequately maintain approximately 40 miles of linear roadway.