

Jim Palenick

To: Rick Coleman; huggybarber@att.net; hoylewithers@yahoo.com; JOHN BEATY; Martin, Scott; ronniemorrow@att.net
Cc: Maria Stroupe; Doug Huffman; David Kahler; Bill Trudnak; Steve Lambert; Gary Buckner; A Martin
Subject: Town Manager's Weekly Report (#6)

Mayor & Board of Aldermen:

Please accept the following as the **Town Manager's Report: for the Week-ended Friday, November 2nd, 2012.**

- Having received four (4) separate bids for the Hoke Street Tree removal, we have awarded the work to the low-bidder, Treescape Inc. of 618 Linwood Road (Tracy Philbeck, President) at a total cost of \$2,200.00; and, in turn, been informed by e-mail from Mr. Philbeck that the work will be completed within the next two weeks.
- Earlier this week we received the follow-up letter from the North Carolina Department of Environment and Natural Resources (NCDENR) regarding the "Notice of Violation and Notice of Recommendation for Enforcement" in response to the Town's 7/31/12 non-compliant monitoring report at the Wastewater Treatment Plant (exceeding the permit-allowed level of ammonia in the discharge effluent). Unfortunately, it carries with it a demand for \$891.10 in civil penalties and enforcement costs (\$750.00 Fine plus \$141.10 in costs) which we will have no choice but to pay. Any appeal would be futile in this case because we know we violated the permit requirement and, in fact, should have reacted more promptly and pro-actively to the report results. There are no excuses—this was a mistake on the part of our operator and we are communicating clear protocols so that this does not reoccur.
- The annual Town Holiday Luncheon for employees will be held on Thursday, December 13th, beginning at 1:00 p.m. in the apparatus bay at the Fire Hall. Grandma Hoyt's will be catering this year's meal, and as always, Board members are encouraged to attend. This year, employees will be receiving \$25.00 gift certificates to Ingles, and a chance to receive "door prizes" will be available to those in attendance.
- The Fire Department completed their "Fire Prevention Week" efforts having made presentations to 348, K-5th grade students.
- The annual Halloween "Trick-R-Treat on the Square" went off without incident on Wednesday evening and included a record number (approximately 30) of participating churches, businesses, and non-profits and more than 3,000 children and their parents enjoyed the candy and activities.
- I now have my itinerary for my interview trip to Pueblo Colorado. I will be flying out of Charlotte at Noon on Tuesday, November 13th, and returning in the late evening on Sunday, November 18th. As a result I will unfortunately be unable to attend the November 13th Board Meeting. However, I will fully complete the agenda and all packet materials and have such distributed by Wednesday of next week and will be available to go over any issues or questions which may arise. In addition, I will be certain that the Mayor, as well as the Department Heads have all information necessary to effectively respond to anything which may come up as a result of the various action and discussion items.
- It was another, highly-productive week for work on both the NCDOT Trade Street Sidewalk project, and the bathroom re-model project at the Franklin Gym. Both appear to remain entirely on schedule, which means both should be completed within the next two weeks.

Thank You,

Jim Palenick
Interim Town Manager