

Jim Palenick

From: Jim Palenick [jpalenick@dallasnc.net]
Sent: Friday, December 06, 2013 9:57 AM
To: 'Rick Coleman'; 'JOHN BEATY'; 'scott.martin@duke-energy.com'; 'huggybarber@att.net'; 'hoylewithers@yahoo.com'; 'ronniemorrow@att.net'; 'jjerry2@att.net'; 'jcmalker@gmail.com'
Cc: 'mstroupe@dallasnc.net'; 'Gary Buckner'; 'Steve Lambert'; 'btrudnak@dallasnc.net'; 'David Kahler'; 'Doug Huffman'; 'amartin@dallasnc.net'; 'J. Thomas Hunn'
Subject: Town Manager's Weekly Report (#55)

Mayor & Board of Aldermen(Women):

Please accept the following as the **Town Manager's Report for the Week-ended Friday, December 6, 2013:**

- On Tuesday of this week we conducted a mandatory, pre-bid meeting for contractors interested in bidding on the renovation/reconstruction of the historic courthouse building. 18 individuals attended, representing 16 separate firms from across the region and State. This was an exceptionally good turnout and the firms represented showed distinct interest from both local and state-wide; new construction and preservation/renovation-specialists; and large and small. This bodes well for the likely competitiveness of the bids we should receive as well as the chance to select from among competent and experienced contractors – many are well known for their success with renovating historic structures. The Bids are to be formally opened immediately following the deadline on Friday, January 10th, 2014 at 2:00 p.m. at Town Hall. Assuming everything is in order, we will then look to approve the identified low-bidder for contract award at the January 14th Board of Aldermen Meeting.
- During this period of soliciting bids, our architect, Ellen Harris is acquiring the zoning permit from the Town, the building permit from the County, and the so-called "Certificate of Appropriateness" from the County Historic Commission, who will be holding a special meeting in December or early January to accommodate our request. Each of these required steps are expected to be completed prior to the bid opening and subsequent contract award. Assuming this all transpires as planned, actual construction activity could begin at the end of January or early February, 2014. The building renovation means the Town can no longer use the structure for general storage of Christmas decorations and other miscellaneous items so we are currently looking for both short and long-term solutions to our storage needs.
- The Town's Electric Utility was assisted this week by a local troop of girl scouts who took the 3,000+ "vouchers" for the CFL's (compact fluorescent light-bulbs) and stuffed and sealed them in labeled envelopes which will be sent to each of the Town's electric account customers. Each will receive a voucher to receive 2, free CFL, energy-saving bulbs which can be redeemed at Town Hall. The mailing will occur next week and we will then expect much of the redemption to occur in the succeeding 6-8 weeks. In this way, it is kind of a modest, holiday gift to all while also closing out the Town's 150th year anniversary. The bulbs are packaged in custom-printed 150-year anniversary logo boxes which mirror the look of the Downtown banners.
- The City of Gastonia City Council, on Tuesday, formally approved the agreement with Dallas for the design of the Wastewater interconnect line as earlier approved and authorized by action of the Board of Aldermen. As such, I will execute the agreement upon receipt from Gastonia and the selected engineering firm, Robinson Sawyer, will promptly begin design work thereafter. We expect the work to be completed by late Spring.
- We received word from Sign Connection this week that the Electronic Variable Message "reader board" sign to be installed along Trade Avenue in the Courthouse Square is being fabricated and completed on schedule and is slated for actual installation beginning the second full week in January.
- The two contractors working on Phases I, II, and III of the waterline reconstruction project continue to make good progress toward completion and have stayed on schedule, albeit for one area where they have encountered significant rock in their excavations. All indications indicate we remain fully within budget and will actually see some savings based on some identified field changes. We have, however, realized that we may very well wish to add a long stretch of pipe replacement along Gaston Avenue to the Phase I project as a "change order" prior to closing it out, even though it was not included in the original project design, but because of

possible savings and the desire to take advantage of the favorable contract in place at this time. This matter will be on your January 14th Board Agenda and fully laid out both in the packet materials and at the Meeting itself.

- Since beginning the transition to our new policy on the collection of household trash not contained within the assigned 96-gallon curb-carts, we have been monitoring how many individual piles are created each week which must get work-order collection and bill-back. We find that they are a reasonably small percentage of the overall number of Town accounts, and are diminishing. Specifically, on November 12th, (41); November 18th, (20); November 26th, (16); and December 4th, (17). Expect a trend up just after Christmas, but then a likely drop back to a very few until the Free Month again in May.
- The Town has identified and hired a new employee to fill the vacant Streets/Solid waste position and that individual is set to begin work on Monday morning. We are also very close to re-filling the vacant Water/Sewer equipment operator position and could complete that hiring by the end of next week. Meanwhile, we are currently advertising to fill the last-vacant position, being the patrol officer position in the Police Department.
- I will be out of the office on Monday and much of Tuesday attending to personal business, but will be at the Board Meeting on Tuesday evening. Don't forget that today is the Town's annual Holiday Celebration "Carols on the Square" which will begin at 6:30 p.m.

Thank You,

James M. (Jim) Palenick
Interim Dallas Town Manager
210 N. Holland St.
Dallas, NC 28034
704-922-3176 office
704-214-1031 cell
jpalenick@dallasnc.net