

MEMORANDUM

To: Mayor and Board of Aldermen

From: Barry Webb, Interim Town Manager

Re: Weekly Report

Date: July 29, 2016

USE OF GASTONIA WATER

Last week, there was a two day period during which we switched over to using water from the City of Gastonia, and, in response to a question, I wanted to let you know the reason for that action. Our staff had noticed a small leak in our large water tank, and, even though this did not present an immediate emergency at the time, it was obviously something that needed to be addressed before it became a much bigger problem. The repair of the tank was arranged and, to take the safest approach for our customers, it was arranged for Gastonia to provide water to the Town during the time this work was being performed to ensure that the proper supply and pressure was maintained. The switch-over to Gastonia water began last Thursday afternoon (July 21) and ended last Saturday afternoon (July 23). The tank repair was completed during that time, and we resumed normal operations at that point.

PART-TIME POSITION

Following the discussion at the end of the Board meeting this past Tuesday regarding my staying on with the Town to work with the on-going projects on a part-time basis, I have had some further thoughts and discussions with Maria about the proper way to structure this, so I wanted to go ahead and share those with you all.

The plan as discussed at that meeting was for Tom and me to work on a new employment agreement to replace to the one I had as Interim Town Manager. This agreement would then be brought to the Board for approval at your August 9th meeting. After thinking about this, it seemed to me that it would be preferable that there not be any additional employment agreements between the Board and individual employees beyond those that you have for the Town Manager and the Town Attorney. Operating under a Council-Manager form of government as Dallas does, any additional agreements of that type could potentially lead to some awkward working relationships for the Town Manager if you have employees working directly for the Board rather than under the Manager's supervision. Maria and I both feel that the best way to approach this would be to create a job description for a project manager/coordinator (whatever the title needs to be) that would be set up as a part-time position and would report to the Town Manager. The job description would list the specific responsibilities of the position in regards to working with the Town's various projects and would also address anticipated working hours (e.g. minimum, maximum, etc.). Therefore, we will develop this job description instead of an employment agreement and have it ready for adoption at your August 9th meeting.

PROJECT UPDATES

CMAQ Sidewalk Project

As noted in last week's report, the next step to be taken in regards to moving our revised CMAQ sidewalk project application ahead was getting it approved by the Gaston-Cleveland-Lincoln MPO. That group met earlier this week and, as reported to me by Mayor Coleman, approved our new application, which combines the two previously submitted CMAQ sidewalk projects into one larger project. Our proposal will now be forwarded to NCDOT for final action.

Gastonia Sewer Interconnect Project

Earlier this week, Maria, Bill, and I met with staff from the City of Gastonia to discuss a draft agreement by which all of the Town's wastewater would be treated by Gastonia, eliminating us from having to operate a treatment facility. As you know from discussions during the recent budget meetings, this proposal replaces the earlier version that only addressed an emergency sewer interconnect. Going into this meeting, we had some questions about certain clauses in the draft agreement, particularly one addressing cost responsibilities. During the meeting, however, it was clear that Gastonia will bear the full cost of this project. A revised document addressing some of the points covered during our meeting will be prepared, and it is hoped that we will have the final version in time for it to be considered for approval at your September 13th meeting.

Trade Street Intersection Improvements Project

The latest issue to be raised regarding this project involves the pedestals on which the push buttons for the pedestrian signals are located. On the corners that do not have the mast arms, there are two separate pedestals for these buttons – one for each of the two signals facing pedestrians at each of these corners depending on which direction they are walking. An inquiry had been made to the contractor about consolidating those buttons onto one pedestal instead of having two separate ones. The information we have received on this from the design engineer for the project is that having the separate pedestals is an NCDOT policy based on the option to install audible signals at some point. A request has been forwarded to NCDOT to see if the single pedestal would be allowed, but, as of this point, we have not received a response.

Courthouse Square Cable

Doug Huffman informed me yesterday that his crew had completed its work of tightening up the existing cabling around the courthouse square, as he had been proposed at your July 12th meeting. He has asked that everyone take a look at it and see what you think. I walked around the square yesterday to get some pictures and have attached them with this report. While there are some spots where the cabling could not be completely straightened, I think the overall results were good and certainly maintain its historic appearance. Please let Doug or Maria know if you have any thoughts or comments about this work.

Since today marks my final day as your Interim Town Manager, I just wanted to again take the opportunity to thank each of you for allowing me to serve in this role over the past five months. It has been a real pleasure to get to know and work with each of you, both elected officials and staff. You have a great team here, and I know that there are many good things ahead in the Town's future. I believe that you have made a really good decision in selecting Maria as the new Town Manager and know that she will do a great job for you.

Thanks again for the support you have given me during my time here. I look forward to continuing my involvement with the Town in a new role going forward.