



**TO:** Mayor and City Councilors  
**FROM:** Rich Olson, City Manager  
**REF:** FYI ~ Week Ending May 13, 2011  
**COPY:** Email Distribution

1. This week, the City received the executed three-party agreement between the City, NCDOT and George Raper and Sons for Contracts 1 and 2 for the utility relocation work associated with the Elizabeth Street project. A Notice to Proceed with construction was issued today. George Raper has provided the City with construction start times. The Water Street/Colonial Avenue intersection will be closed starting at noon on Monday, May 16, 2011, which will close Water Street between Elizabeth Street and Main Street. On May 23, 2011, the intersection of Colonial Avenue and Poindexter Street will be closed. This closing will be for the beginning of construction, starting with the removal of existing brick pavers. Once the brick pavers are removed in the intersection, the contractor will begin removing pavers from the alleyway between Thumpers and Logan Rayes. To accommodate this phase of construction, Poindexter Street will be closed to thru traffic. Local traffic will still be able to utilize the street for delivery purposes; however no parking will be allowed on the street. Vehicles will be forced to back down the street and turn around in the municipal parking lot. A similar situation will occur between Poindexter and McMorrine Streets on Colonial Avenue. The City secured two message boards from the Health Department, which will be used to notify the public. These message boards were programmed and placed on Wednesday. Rebecca Cross distributed printed information on behalf of the City to the downtown property owners, businesses and residents yesterday and I have met with several affected property owners. We have also placed notices on the City and ECDI websites and a slide is running on Channel 11. We will continue to update information on Channel 11 and our websites as soon as we receive it from the contractor. Weekly construction meetings will be held with the engineer and contractor. We appreciate everyone's patience as we move forward with this major improvement project.

2. City staff made the formal submission of the proposed redistricting plan to the Department of Justice this week. The Department of Justice will have 60 days to review our plan. A copy of the submission package is available for public viewing in my office and in the Planning Department. The proposed redistricting map is also on display in the entrance lobby of the Municipal Administration Building. I would like to thank everyone who participated in this process for their hard work and dedication.
3. Chief Charles Crudup is pleased to announce that a joint operation between the Elizabeth City Police Department and the Pasquotank County Sheriff's Office resulted in both agencies solving 24 separate Breaking and Enterings and Larcenies that occurred throughout the City and the County. Three individuals, charged collectively with a total of 37 felonious offenses and 15 misdemeanor offenses, have been linked to the cases. The investigation into these crimes is still pending and more charges are expected. Chief Crudup and I would like to commend the efforts of Detective Sergeant Darrell Felton and Sheriff Randy Cartwright and members of his Detective Division for their involvement in the solving of these cases. Their dedication to the citizens of Elizabeth City and Pasquotank County has not gone unnoticed.
4. Today, the City received a copy of the Municipal Agreement between NCDOT and the City that provides for the sharing of the cost for the Water Street Intersection Improvement Project. Council will be asked to consider approval of the agreement at their next meeting on May 23, 2011. Following shortly after Council approval of the agreement, construction bids for the project, as modified for the Municipal Agreement, will be opened in time for consideration of a construction contract award in early June.
5. Three of the four new wells in the City well field have been operational for almost a full month now. The three wells are producing about 35% of the City's current demand. Staff has discussed the operation and performance of the new wells with NCDENR's Public Water Supply Section. They will now lift the moratorium that, over the past two years, restricted the City from allowing extensions of the water distribution system into new areas. The fourth well in the new section of the well field has to be pumped down and the screens cleared to prevent the sand from being pumped to the water treatment plant. The contractor will also be inspecting the existing wells and installing transducers to measure the draw down in the wells and meters to monitor the flow from each well. When all the work is completed at the well field, the City will be able to optimize performance of each well in the well field.

6. This week, the contractor started the work necessary to provide a bypass around the raw water reservoir at the water treatment plant so that we can empty and clean the sludge build up out of the raw water tank. This work has not been done in more than 50 years and is long overdue. Current estimates are that the sludge build up in the tank takes up 25% to 35% of the volume of the tank, which in turn adversely affects the treatment process. Part of this project is to put a lining inside the raw water reservoir to stop the leaks in the tank that have become significant in recent months, and to remove the baffle walls in the tank that collapsed almost three years ago.
7. The drainage retention ponds that were built at the end of Road Street and between Cale Street and Martin Luther King Drive with the lighted water fountains and fencing now provide an appealing ambiance to the general area. There is a bit of fence left to be erected, and we hope to have final agreement on the location of that fence soon. There is also a problem with the pumps in the sewer pumping station caused by extensive sand build up in the adjacent sewers that we hope to have resolved shortly. The final piece of unfinished work is to complete the final course of pavement on the streets that were disrupted during construction. The contractor has been delayed getting the paving work done, but we hope to have the roads complete in the next week or two. As we finish the construction of Phase 2 of this project, we plan to start the design of the third and final phase of the Roanoke Avenue Drainage Project soon. In Phase 3, the City will raise the level of Herrington Road to prevent water from backing up into this area from the river; and we will construct a storm water pump station to pump water from major rain events over the Herrington Road dike from the retention ponds.
8. On Monday, a contractor for the Public Works Department was installing a waterline and accidentally damaged the telephone line and the master 34 kV metering wire that goes to the meter at the electric delivery point near the Water Plant. The metering equipment was down from 12:15 p.m. to 7:48 p.m. The Electric Department crews repaired the conduit and pulled new metering cable; and CenturyLink repaired the telephone line. The metering equipment has been inspected by Progress Energy and is working perfectly. NCEMPA has been contacted in order that the City will be billed properly.
9. Elizabeth City State University will conduct a full scale mock drill to test their ability to handle a major campus fire on May 17 between the hours of 7:30 a.m. and 1 p.m. This drill will include participation by various local emergency response teams (fire and law enforcement). During the drill,

the siren alert will be activated. This siren will be easily heard by the neighborhoods surrounding the university.

10. The North Carolina Division of Air Quality issued a Code Orange Air Quality Alert across Northeast North Carolina for fine particulates yesterday, to expire at midnight tonight. This Air Quality Alert has been extended until 6 pm Saturday. Air quality is expected to reach Code Orange, which is unhealthy for sensitive groups and means individuals with respiratory and/or heart ailments, older adults, and children should reduce prolonged or heavy outdoor exertion. An air quality alert means that fine particulates concentrations within the region may approach or exceed unhealthy standards

11. Upcoming Event Reminders:

- Council Finance Committee Meeting, Monday, May 16 at 10 a.m. in Council Chambers
- City Council Budget Work Session, Monday, May 16 at 5:30 p.m. in Council Chambers
- Centennial Celebration and Business After Hours hosted by The Daily Advance on Thursday, May 19 from 5 – 7 p.m. at their location at Fearing and Water Streets. Please RSVP by calling 335-4365 by Tuesday, May 17 if you plan to attend.

RCO/vdw