



TO: Mayor and City Councilors

FROM: Rich Olson, City Manager

REF: FYI ~ Week Ending October 6, 2006

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1. Correspondence was received this week from Gary O. Bartlett, Executive Director of the State Board of Elections. Upon direction given by the City Council and the County Board of Commissioners, Mr. Bartlett was charged with rendering a decision regarding whether or not the City should pay the salary costs for the Director and Deputy Director of the local Board of Elections for services rendered during the last municipal election. These salaries totaled \$7,321.87. In addition, City staff questioned whether or not the County Attorney's fees of \$1,972.50 should be reimbursed. Mr. Bartlett has ruled that the salaries of the Director and Deputy Director should be subtracted from the billing because North Carolina election law mandates that county boards of election must provide election services to municipalities. Legal fees arising from the election protest hearing were deemed legitimate by Mr. Bartlett. I am pleased that the City prevailed regarding the salary dispute.
2. After a great deal of thought, I have decided to re-advertise for the Chief of Police position. The City held two separate assessment centers and interviewed seven individuals for the position. The individual who scored the highest in the assessment center process was also the individual who I felt matched best with our community. During the background check, it was determined that he did not meet the standards for certification in North Carolina and discussions with him were terminated. I believe it would be in the City's best interest to re-open the search. I have discussed my concerns with Captain Koch and he has agreed to continue as Acting Chief of Police. The revised timeline to have a new Chief on board will be January 1, 2007.
3. In response to the City's request, the North Carolina Wildlife Resources Commission investigated the City's complaint regarding the submerged railroad turnstile remnant near the mouth of Knobbs Creek. Wildlife

Resources Commission boating technicians agreed with the City that this situation was an extremely dangerous navigational hazard for boaters and marked the turnstile with two "Danger" buoys on September 11, 2006. The buoys will serve to alert the boating public to this danger while a permanent removal solution can be developed.

4. Contractors have completed work on the Southern Avenue sewer line improvements and will soon begin work on several critical water services. Elizabeth City Public Works employees have been smoothing out some of the worst potholes and depressions. Resurfacing bids will be opened on October 17, 2006 with the work to occur in late fall 2006, weather permitting.
5. The City is seeking a qualified engineering firm to design replacement of the Charles Creek Bridge. The City has completed the environmental planning phase, which was extensive due to the historical nature of the bridge. Following the design work, construction will get underway with an anticipated completion in late 2008. The North Carolina Department of Transportation is funding 80% of this project, which is estimated to cost two million dollars.
6. Contractors have completed their work on improvements to sewer lines along Roanoke Avenue. The final inspection is planned for early next week.
7. The City continues reviewing FOG Variance applications. Through October 1, 2006, fifty variance applications were reviewed at no charge. The variance application fee after October 1, 2006 is \$300. City staff is developing a monitoring and inspection program. Keeping fats, oils, and grease out of sewer lines lessens clogs and saves everyone time, money and aggravation.
8. The NC Department of Insurance, Office of the State Fire Marshal recently inspected the Elizabeth City Fire Department to determine that all items necessary for the Department to meet the state's requirements for a rated and certified department were present. The ECFD was found to be in compliance. By meeting this standard, the Department is providing total fire protection for our citizens as well as creating a safer environment for Department personnel. I would like to thank the Fire Department personnel for a job well done!
9. The Pasquotank County Board of Commissioners will host the next Joint City/County meeting on October 30, 2006 at 6 p.m. at Albemarle Hospital. Randy Keaton and I will soon meet to develop an agenda for the meeting.

If a member of Council has an issue that you would like to have placed on the agenda, please let me know at your earliest convenience.

10. The Fire Department's production of "Sparky's Fire Safety Challenge" was a huge success again this year. The three-day fire safety show had a record number in attendance. 2,661 people reserved seats for the show and a number of others attended without reservations. The safety messages presented were well received. An enormous thank you goes out to each of our personnel who participated.

11. Upcoming Events:

- The open house celebration for Mrs. Beulah Respass' new home at 513 White Street will be held on Tuesday, October 10 at 2:30 p.m.
- The Elizabeth City Area Chamber of Commerce will host a Business After Hours at Adams Landing on October 12 from 5 – 8 p.m. to celebrate the grand opening of the Penguin Club. Please RSVP by calling the Chamber at 335-4365 by Tuesday, October 10 if you plan to attend.

RCO/vdw