

TO: Mayor and Board of Aldermen
FROM: Lee Galloway, Town Manager
DATE: September 7, 2004
SUBJECT: Status Report for period ending September 7, 2004

As I begin to write this report, it is pouring rain outside as we get the front effects of Hurricane Francis. Our crews have been out today cleaning off catch basins to try and prevent flooding in low lying areas. With all the rain we have had this year, we have had a lot of problems with grass clippings, yard waste and other items washing down the street to clog catch basins. People do not do this intentionally, they just do not think about the repercussions of their actions.

I heard a weather report a short time ago warning of winds in the 40 to 50 mile per hour range for later today. With the ground being so saturated from so much rain, winds of that volume can cause us plenty of power problems. We will keep our fingers crossed, but our personnel will be on standby and ready to address whatever our finger crossing will not prevent.

UPDATE

It is Wednesday now and the hurricane has passed. Waynesville has had minimal damage, with areas in the Browning Branch, Camp Branch and Allens Creek drainage areas seeming to have the most damage. Browning Branch came out of its banks in a number of places, particularly along Browning Road and in Hazelwood along Riverbend Street near HVO. Our personnel noticed that Richland Creek was lapping at the bottom of the Boyd Avenue Bridge, but all in all, we were lucky compared to our friends in Clyde and Canton.

The Canton Town Hall and Police Station had 4 to 5 feet of water inside and the water was up to the stage in the beautifully restored Colonial Theatre. When I talked with Canton Manager Bill Stamey this morning, he sounded shocked, noting that he had never seen anything like this in his lifetime. I offered the full assistance of the Town of Waynesville in helping in any way, and he was most appreciative of that offer. At this point, they are assessing what to do and how to get it done, and after that, they will be looking for help which we will offer as we can.

I have also talked with Town Administrator Peggy Green in Clyde. She reports that just about everything in Clyde from the river to the railroad tracks flooded. She said the entire town smells like diesel fuel from the fuel tanks ripped away from houses and floating along spilling fuel oil as they went. She said their biggest problem at this point was the sightseers, as traffic packed U. S. Route 23/74 with people trying to see what they could see. Extra State Troopers are on hand to help Clyde with traffic control. I also extended our offer to help in Clyde as needed, and Peggy was certainly appreciative of this offer.

I have tried to get in touch with Mayor Foy who is on vacation, but I have not been able to reach him. We even tracked down his daughter's cell phone number from her place of business, and left a voice mail there, but we have not heard back thus far today.

You will read more about this in the newspaper, and Police Chief Bill Hollingsed can tell you more about the damages he saw in the Pigeon River Valley from where he lives near Lake Logan to Canton and Clyde. He did visit the Town of Canton and can give an eye witness account.



PROJECTS

Our public works crews have been challenged by uncooperative weather in their attempts to deal with projects this year. Rainy weather has caused many projects to take longer than expected, and it appears that the fall season is not going to be much better than the first part of the year.

Work has begun on the **Carolyn's Point** project at the foot of Wall Street. A good deal of the structure there has been removed, and as time and weather allow, our personnel will begin work on installing the design that the Board approved last month. This can be a showcase spot for motorists entering the downtown from the north, and it can be a very pleasant refuge for pedestrians or bicyclists who might want a spot to sit and rest for a few minutes.

We have been anxious to return to **Wall Street** and resume our work of installing curb bump outs and crosswalks for pedestrians in that area. In the past, when we work in that area, we seem to cause disruptions to traffic and often receive complaints from the business owners. We have talked about the possibility of doing as much work as we can this fall without having to block traffic and then going in as soon as winter breaks in February and March and trying to finish the work. We will likely consult with the DWA and some of the merchants more directly impacted before making a decision on how to schedule this work.

Water and sewer work on **Westwood Circle** has been completed as has patching of the street. Several people in that neighborhood have expressed their appreciation to finally have adequate water pressure and to have their sewer lines operating properly. Unless I am mistaken, since the merger of Waynesville and Hazelwood in 1995, we have now replaced all the water and sewer lines in the Westwood Circle area. In addition, we have made a number of storm water improvements in that neighborhood, for this is one of the lower residential areas in Hazelwood and water has this disgusting habit of going to the low point.

Our water and sewer crews have also been working on **Rainbow and Quincy Streets**, trying to make utility line improvements there. They are also working on utility lines in the **Polk and Avery Street** areas and plans are being developed for sewer line improvements in the area beginning on **Oakdale Road** and heading toward Ninevah. We are having some recurring problems with storm water inflow and infiltration in those areas. Although we have attempted to correct problems in those areas in the past, the fixes seem to have been temporary and further improvements are needed.

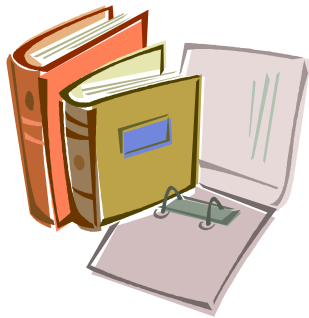
Our electric department personnel have been involved in a great deal of tree trimming this summer. The unusually wet weather in 2003 and 2004 has caused an increased growth in the trees and limbs affecting our power lines. As a result, our crews have to cut these limbs back to try and reduce outages during the windy weather and the upcoming ice and snow weather of winter.



OTHER NEWS ITEMS

At the last meeting of the Board of Aldermen, I mentioned that we had proceeded with the work on several administrative projects. Some of these were authorized in the new budget, and some were underway and carried over from the previous fiscal year.

The **Facilities Study** work continues. Meetings are scheduled this week for the Public Works supervisors and the Town Hall staff to discuss the space needs. ADW Architects met with the Police Chief and the Fire Chief in July and has been finalizing the space needs of those two departments. ADW took the preliminary surveys completed by the public works personnel and then made estimates of what they felt the space needs were. The meetings this week will be to determine whether those estimates are in fact correct. *(This meeting had to be cancelled due to the flood and storm water damage. It will be rescheduled in a week or so.)*



During the Retreat last spring and again during the budget work sessions, we talked about whether the Town is adequately staffed to do the jobs we try to do. It was determined that we should hire a firm to perform a “**staffing study**” to see if we are short or heavy staffed or if we have the appropriate number of personnel in our workforce.

At the same time as we were soliciting proposals on the staffing study, we asked firms to submit proposals to do a **compensation and job classification study** for our employees. The last such study was done in 1998 and should have been updated every four to five years.

We evaluated the proposals of the companies who were interested in these jobs and concluded that the best one would be MGT of Columbia, South Carolina. That firm recently completed the study for Haywood County and for Henderson County, and both of those units gave MGT very high marks for their work.

The work on the staffing study will begin the week of September 20 and will likely take 90 days to complete. The work on the compensation and classification plan will begin in December and will also take about 90 days to complete. We expect to have the results back in time to consider in preparing the budget for 2005-2006.

The Town has signed an agreement with John Broadbooks and Associates to do a design for the **cemetery columbarium area**. That firm has done some other columbarium areas and has an excellent reputation for their landscape work in a variety of situations. We feel that they will do an exceptional job in Waynesville in making the columbarium area attractive to those interested in cremation as a means of handling death.

MANAGER TRAVELS

The **Program Committee** of the North Carolina City and County Management Association will be meeting in Chapel Hill on Thursday, September 9. As luck would have it, my wife was able to find a continuing education class for Certified Public Accountants on Thursday as well, so she will be traveling with me.

On Friday, September 10, the totally renovated **Institute of Government** will be dedicated. There will be tours and a dedication ceremony as well as lunch. As a member of the League's Board of Directors and as a donor to the project, I was invited to attend the ceremony. We will be driving back to Waynesville on Friday afternoon.

(In view of the weather and the need to get back to Waynesville to assist with post-storm issues, I will not plan to stay over for the Friday dedication ceremony.)

In October, the **International City and County Management Association** will be meeting in San Diego, California from October 16 until October 20. As I have never been to southern California, I will take an extra day or two off to tour that area, and my wife will join me for this trip. I will be returning to Waynesville on Thursday, October 21 and back in the office on the 22nd.

On Sunday, October 24, the **North Carolina League of Municipalities** will be holding its annual conference in Raleigh. Alderman Gary Caldwell and Libba Feichter are scheduled to attend that conference which will last until Tuesday, October 26. We may need to talk about rescheduling the regular Board meeting on Tuesday, October 26, since two of the members and the manager will be at the League Conference.

