



VILLAGE of WHISPERING PINES

MANAGER'S REPORT - MONTHLY

December 12, 2018

- Upcoming Events
 - December 20, Village Employee Christmas Lunch, Whispering Woods
 - Village Hall will be closed for Christmas, December 24 & 25
 - Village Hall will be closed for New Years Day, January 1
 - Village Hall will be closed for Martin Luther King Day , Janaury 21
- Spring Valley Dam Spillway/Fire Station Renovation Projects
 - On December 3, the architect, the electrical engineer, and our generator maintenance vendor met to review and discuss the existing generator and its capabilities of supplying power to the fire station. They identified a solution that will allow both the police and fire station to be operated at full capacity by the existing generator. The upgraded wiring and electrical equipment will be included in the design and specifications.
 - The procurement timeline will be identical for both projects, except the spillway bid meetings will be at 2pm at Village Hall and the fire station bid meetings will be at 3pm at the fire station.
 - December 16, 2018 Projects advertised for bid
 - Janaury 3, 2019 Pre-bid meeting
 - Janaury 17 Bid opening
 - January/February Requests for proposal for financing
 - February 13 (Council mtg.) Council considers proposals
 - February/March LGC application process
 - April 2 (Raleigh) LGC meeting
 - April 10 (Council mtg.) Council considers contracts/financing
 - April/May Award contracts
 - The overall project timeline will remain fluid, with dates subject to change if benchmarks are not met.
- Carolina Water Service (CWS)



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- Southern Pines Water System Acquisition
 - A meeting has been scheduled for January 4, 2019, for CWS and the Town of Southern Pines to discuss this issue further.
- CWS acquiring the Rescue Squad Building
 - Awaiting an update on the their offer letter to purchase the old rescue squad building.
- Pine Ridge Drive Water Main
 - The demolition and reconstruction of a portion of the concrete valley gutter in front of 176 Pine Ridge Drive is being planned and scheduled. Driveway repairs were completed last week.
 - CWS is finalizing a contract with a new contractor to complete the unfinished punch list items. CWS will coordinate the punch list items with the new contractor and follow-up directly with individual residents. CWS has identified a target completion date of Christmas.
- New Meter Boxes (locking)
 - A meeting has been scheduled with the CWS Regional Manager for mid-December to discuss this issue.
- Fire Rescue Department
 - Replacement of Fire Engine 512
 - Four (4) personnel (including me) attended the pre-construction meeting with Toyne (manufacturer) on December 9, 10, 11, in Breda, Iowa.
 - The specific location for storing and mounting each piece of equipment was reviewed during the pre-construction meeting.
 - A projected delivery date (August to October 2019) for the new engine will be provided by Toyne in the next few weeks.
- Police Department



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- The bidding for the old police car closed on December 10. As soon as the purchaser can be verified and sale completed, we will know the net proceeds from the sale.
- Storm Water Management
 - Land Acquisition
 - Property #1 – I will provide an update to Council during the closed session before the December Council meeting.
 - Property #2 – I will provide an update to Council during the closed session before the December Council meeting.
 - Awaiting a cost proposal from the Village Engineer to conduct soil borings at the two existing retention ponds on Spearhead Drive and the site of the proposed additional retention pond at Hardee Lane & Spearhead Drive. The objective of the borings is to determine if the existing retention ponds can be made deeper and determine the potential benefits of an additional retention pond.
 - The Village Engineer will prepare a draft calling for more stringent storm water ordinances or regulations for Council to review at the January meeting.
- Lakeview Drive Bridge
 - The Village Engineer reported that the field work for the Site Surveying was completed on Thursday. He is working on scheduling the Geotechnical Testing to be completed as soon as possible. A budget amendment will be presented to Council to consider proceeding with the design process once the site survey and geotechnical testing are completed.
- Public Works (PW)
 - BobK & Mickey went out on Thagard Lake to assess downed trees and stumps in the lake with the goal of developing a plan for removal.
- Recycling
 - BobK & I met with the Town of Aberdeen Public Works Director regarding the recycling situation.



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- They intend to remove glass from their recycling program and continue to take their remaining recyclables to Moore County.
- He told us that the Town of Pinebluff was discontinuing their recycling program.
- At their regular meeting, the County Commissioners approved the recycling tipping fee be increased from \$25/ton to \$100/ton, effective immediately.
- New Finance Software
 - Cindy continues to complete training on the new financial software. The target go-live date is January 1, 2019. Therefore, we intend to give Harris (current software vendor) a 90-day notice to terminate our customer service maintenance agreement by the end of December, which will carry us through March 31, 2019. In the unlikely event we need customer service, we will pay the hourly rate.
 - Department heads and other select staff will receive early next year pertaining to electronically submitting purchase orders. This capability will eliminate the paper copies currently used.
- Administrative/Personnel Matters
 - During staff meeting on Thursday, we discussed the early forecast for inclement weather over the weekend. All departments prepared accordingly and potential staffing changes were planned.
 - I attended the fire engine pre-construction meeting in Breda, Iowa, December 9 through 11.
 - Village Boards (vacancies)
 - Planning & Zoning Board
 - Alternate ETJ Member
 - Board of Adjustment
 - Alternate ETJ Member