

**ABERDEEN BOARD OF COMMISSIONERS
MINUTES
OF WORK SESSION
NOVEMBER 28, 2006**

The Aberdeen Board of Commissioners met Tuesday, November 28, 2006 at 5:30 p.m. for their regular Work Session. Members present were Mayor Pro-tem Robbie Farrell and Commissioners Pat Ann McMurray, Arthur Parker, Donna Shannon and Walter Wright. Mayor Elizabeth Mofield was not in attendance. Others in attendance were Town Manager Bill Zell, Town Clerk Nancy Matthews, Planning Director Giles Hopkins, Deputy Planning Director Ben Warren, Finance Officer Beth Wentland and Parks & Recreation Director, Leigh Baggs. Matt Moriarity, Reporter for the Pilot was also in attendance. Others in attendance were Mr. S. R. Randsell and Mr. Jeremy Rust, with LandDesign for Legacy Lakes Subdivision.

Mayor Pro-tem Farrell opened the Work Session. He stated there were several items for review and discussion.

1. Application for Conditional Use Permit CU#06-03 submitted by Ronald Jackson to allow a welding shop/business which will be located at 100 Bud Place in a C-I Commercial and Industrial (Light) District.

Planning Director Giles Hopkins informed the Board that Ron Jackson submitted application for a welding shop which will occupy a portion of the 28,800 sq. ft. lease facility located at 100 Bud Place, which is in the Aberdeen Industrial Park. He stated that Mr. Jackson would like to use this facility for welding and an assembly operation.

Planning Director Hopkins stated that a Public Hearing has been scheduled for December 11th. He stated this item will then go to the Planning Board for their review and they will make a recommendation to the Town Board. **Agenda item as Public Hearing.**

2. Application for Conditional Use Permit CU#06-04 to amend Conditional Use Permit CU#05-04 submitted by Forest City Pinehurst, LLC for the Legacy Lakes Subdivision.

Planning Director Hopkins informed the Board that Forest City Pinehurst, LLC has reviewed their plans again and are taking a different approach. He stated, basically Forest City Pinehurst, LLC is requesting to amend Conditional Use Permit CU#05-04 to use valley curbing throughout the whole development. He stated this will be the most effective overall, in handling the water runoff. He stated after the December 11th Public Hearing, the item will go to the Planning Board for their review and recommendation back to the Town Board. **Agenda item as Public Hearing.**

3. Application for Site Plan Review SP#06-09 submitted by S. R. Ransdell for an open bay metal building to be located off US Hwy. 15/501 directly behind Timberbrick, Inc.

Deputy Planning Director Ben Warren informed the Board that Mr. S. R. Ransdell has submitted an application for site plan review for an open bay metal building to be located off of U.S. Hwy. 15/501 directly behind Timberbrick, Inc. He stated the plans as submitted include a 60' x 125' metal building to be accessed by an existing asphalt/gravel road. He stated Mr. Ransdell has proposed six parking spaces and gravel vehicle accommodation areas. He stated the property is not located within a designated floodplain or watershed. He also stated that landscaping and screening has been provided as set forth in the Town's Zoning Ordinance.

Deputy Planning Director Warren informed the Board that the site plan review meets all requirements but one. He stated the building, as proposed, does not meet the building material requirements set forth in Section C(a)(d)(i) of the Site Plan Review and Requirements section of the Ordinance. He stated Mr. Ransdell has asked for relief from these requirements.

After some discussion, the Board directed the staff to check with Town attorney to see the legal/ethical standing to move on this item as Mr. Ransdell has asked relief for. Item may be on agenda or may be reviewed further at the January 2, 2007 Work Session. **Agenda item as New Business.**

4. Petition submitted by Sandy Springs Subdivision located on Pee Dee Road for voluntary contiguous annexation.

Planning Director Hopkins informed the Board that Stafford Land Company has petitioned for voluntary contiguous annexation for the Sandy Springs Subdivision. He stated the property abuts the Town limits on the western side. He stated this subdivision will consist of approximately 140 acres and approximately 280 houses.

Mr. Hopkins stated that at the December 11th meeting, the Board may accept the petition for voluntary annexation, adopt Resolution for Clerk to Investigate the petition and adopt Resolution setting date for Public Hearing. **Agenda item as New Business.**

5. Petition submitted by Forest City Pinehurst, LLC for the Legacy Lakes Subdivision located off Hwy. 15/501 south for voluntary non-contiguous annexation.

Deputy Planning Director Ben Warren informed the Board that Forest City Pinehurst, LLC for the Legacy Lakes Subdivision, has petitioned for voluntary non-contiguous annexation. He stated this would include all the property surrounding the Legacy Golf Links golf course, except the golf course is not requesting annexation at this time. He stated the installation of utilities is the developer's responsibility. He also stated the item will be on the December 11th agenda for the Board to accept their petition for annexation and to adopt the two resolutions in order to proceed with holding a Public Hearing in January, 2007. **Agenda item as New Business.**

6. Resolution Supporting the Formation of Task Forces for the Moore County Summit.

Manager Zell informed the Board that the Moore County Summit Committee is in the process of forming two separate task forces to further study and evaluate the feasibility of implementing the possibility of land transfer taxes, centralization of combined services and transportation issues. He stated the M. C. Summit Committee is requesting each municipality to adopt the resolution showing their support in the creation of these two task forces. **Agenda item as New Business.**

7. Lease Agreement between Sandhills Central Model Railroad Club, Inc. and the Town of Aberdeen.

Manager Zell informed the Board that a contract has been drawn up pertaining to authorizing Mr. Charles Zuhone to act as the curator of the Town-owned items, artifacts and memorabilia related to railroad items that are housed in the Depot. He stated that Mr. Zuhone is a member of the Sandhills Model Railroad Club and he will be at the Depot on a daily basis.

After some discussion, the Board requested that an inventory be taken of the items and artifacts of the Town and for Mr. Zuhone to take an inventory of his items that will be displayed at the Depot. **Agenda item as New Business.**

8. Town property to be declared Surplus.

Manager Zell stated this is just items that are no longer of use and the Board has to declare it surplus before it can be sold or disposed of. **Agenda item as New Business.**

9. Capital Reserve Fund for future water/sewer needs.

Manager Zell stated this item is one that the Board had requested information on. He stated because there are some decisions that will need to be made before this capital reserve can be implemented, the Board needed to review.

Finance Officer Beth Wentland was also in attendance and briefly reviewed with the Board as to requirements according to N. C. General Statutes. She stated that the Town may establish a capital reserve fund by resolution or ordinance and gave what must be stated in either. She also talked about the purpose, the period of time, the amount and the source of revenue. She stated the Board may want to be conservative in a specific amount, especially for the first few years.

Manager Zell stated he would need the Board's input as to where the money will come from and how much money to put annually. He stated a capital reserve fund could be set up in the w/s fund and also one in the general fund. **Agenda item will be discussed further at January 2007 Work Session.**

10. Lake Park Project Architectural Contract Agreement.

Manager Zell stated Mr. Brough has reviewed the contract and recommended some revisions. He stated these revisions have been sent to the architects. He stated they are in the process of amending the contract. He stated, hopefully, the contract will be ready for approval at the December 11th meeting.

Leigh Baggs, Parks & Recreation Director, informed the Board that the contract for the PARTF Grant has been sent to the Department of Environment and Natural Resources. She stated the revised floor plan has been approved and the revised cost estimate has also been approved. She stated this contract should be back for the January Board meeting. **Agenda item as New Business.**

11. Changes to Aberdeen Personnel Policy.

Manager Zell informed the Board that the Personnel Committee has met and had several changes for consideration to the Personnel Policy. He stated there were several things that he was concerned about and asked the committee to come up with the proper verbiage. He stated the following were verbiage pertaining to: Work Schedule; Leave Without Pay; Travel Expenses & Reimbursement; Retirement Bonus.

Commissioner Wright had some changes with the Travel Expenses and Reimbursement. After further review and the recommended changes, a motion was made by Commissioner Wright, seconded by Commissioner Shannon, to approve the Work Schedule, Leave Without Pay, changes requested in the Travel Expenses & Reimbursement and to delete the Retirement Bonus. Motion unanimously.

12. Other Business

- a. **Application for Rezoning RZ#06-01 by DeAnne Jackson – Quality Building Homes, Inc. to rezone property from I-H Industrial Heavy to R-10 Residential.**

Deputy Planning Director Ben Warren informed the Board that an application for rezoning was submitted by DeAnne Jackson of Quality Built Homes, Inc. to rezone approximately 7.66 acres from I-H Industrial Heavy to R-10 Residential. He stated approximately half of the development site owned by Quality Built Homes, Inc. is currently zoned R-10 Residential as well as surrounding properties to the north and the east. He stated a Public Hearing has been scheduled for December 11th regular Board meeting. **Agenda item as Public Hearing.**

- b. Manager Zell reminded the Board to review their December calendar for the upcoming events. He stated the Tree Lighting will be December 7th, the Retirement Reception for Mac MacDougall on December 12th, the Retirement Reception for Giles Hopkins on December 18th.
- c. Manager Zell informed the Board that the radium level in Well #12 is above the requirements of the state. He stated Public Works is working with the water quality people. He stated that a letter will go out sometime in December notifying customers.
- d. Parks & Recreation Director Leigh Baggs stated she has received prices for a proposed covered picnic shelter for the Berkley Park. She stated she only received back one response. She stated to build a 24' x 24' shelter would cost \$28,383.29.

With a brief discussion, a motion was made by Commissioner McMurray, seconded by Commissioner Shannon, to approve the construction of a 24' x 24' covered shelter with raised poles and to delete the receptacles, at a cost of \$28,383.29. Motion unanimously carried.

Mayor Pro-tem Farrell stated that the park shelter name should include the “McLean” name since the McLean’s gave the land for the Berkley Community Park.

- e. Commissioner McMurray stated there is still a parking problem on Sycamore Street. She wanted to know if more parking could be made behind the Depot. She also talked about contacting all business owners to see if the area behind the Mayor’s Memorial Park could be used for more parking. Commissioner Parker is to contact one of these business owners to see if the Town could use for more parking.

13. Adjourn.

With no further items for discussion or review, a motion was made by Commissioner Parker, seconded by Commissioner Wright, to adjourn the Work Session. Motion unanimously carried.

Nancy M. Matthews, Town Clerk

Robert A. Farrell, Mayor Pro-tem

This draft prepared on
November 29, 2006

This set of minutes adopted on
December 11, 2006