

Minutes  
Special Called Meeting  
Aberdeen Town Board

March 9, 2010  
Tuesday, 5:30 p.m.

Robert N. Page Municipal Building  
Aberdeen, North Carolina

The Aberdeen Town Board met Tuesday, March 9, 2010 at 5:30 p.m. for a Special Called Meeting for the Planning Department budget presentation. Members present were Mayor Elizabeth B. Mofield, Mayor Pro-tem Robbie Farrell and Commissioners Pat Ann McMurray, Jim Thomas, Alan Parker, and Walter Wright. Staff members in attendance were Planning Director Kathy Liles, Town Manager Bill Zell, and Town Clerk Regina Rosy.

Mayor Pro-tem Farrell called the meeting to order.

Planning Director Liles presented the 2009/2010 building inspection activities which included a Wal-Mart remodel (\$42,000 building permit – half of revenue year to date), KFC remodel, Taco Bell remodel, etc. Planning Director Liles displayed a chart that showed the number of permits went from 855 in the Year 2007 to 328 in the Year 2009. Planning Director Liles stated she felt her department was most effective this past year with minimum housing violations.

Planning Director Liles stated three preliminary plats were approved over the past year which were Kirby Real Estate Group with 9 lots, Forest Hills West with 65 lots, and Habitat for Humanity with 22 lots. Commissioner Wright asked what is going on with Forest Hills West. Planning Director Liles stated currently the infrastructure is being installed in Forest Hills West. Planning Director Liles went over all of the conditional use permits, rezoning, and site plans conducted over the past year.

Planning Director Liles stated other 2009/2010 activities included closing out the greenway and stormwater grants, completing acquisition of Powell's Pond, the CDBG Bethune St. Project, training for Historic Preservation Commission and staff, acquired and installed 20 Christmas light set ups, resolution of two Richard Caton cases, initiated Farmer's Market to spur downtown activities, remapped the ETJ for Aberdeen and discovered inconsistencies, participation in TARPO, repair of downtown signage, prepared Aberdeen calendar, cleaned up material for the 2010 census, and adjusted boundaries.

Planning Director Liles stated items for long range planning include updating the 2030 Land Development Plan. Planning Director Liles stated the Board will need to brush up some language to ensure it agrees with the Unified Development Ordinance. Planning Director Liles stated the update of the 2030 Land Development Plan will most cost a minimum of \$50,000. Manager Zell stated it has already been five years since the 2030 Land Development Plan was visited so it is time for an update. Planning Director Liles stated another big planning activity is the downtown development which includes the Main Street Program, branding, market analysis, update streetscape plan, wayfaring plan. Planning Director Liles stated developing a brand would cost about \$6500 and

could be used to market Aberdeen. Commissioner Wright stated several years ago the Town spent about \$20,000 working on a brand, and he wants to be sure that information would be used to build on. Planning Director Liles stated a Master Sign Plan would cost about \$1800. Commissioner Wright stated he would like to see some work spent on South St. and removing some of those poles on South St. Commissioner McMurray stated she remembered there being an issue why Progress Energy could not relocate those poles such as trunk lines.

Planning Director Liles distributed to the Board a proposed annexation agreement with Pinehurst. She stated the annexation agreement with Southern Pines needs to take place this year also. Planning Director Liles stated Pinebluff's annexation agreement needs to be amended this next year. Planning Director Liles stated now under the Resolution of Consideration would be The Pit Golf Course.

Planning Director Liles stated there would be some expense with the Farmer's Market which would mainly consist of staff time, signage and trash cans. Planning Director Liles stated additional Christmas lights would cost about \$10,000 for the downtown area.

Mayor Mofield arrived at 6:00 p.m.

Planning Director Liles stated she had submitted an application for the Pedestrian Planning Grant which would be a Town match of \$6,000 if the Town were awarded this grant. Planning Director Liles stated the Clean Water Management Trust Fund Grant would be for the trail acquisition price and she was hoping to have minimal fees associated with this grant if the Town were awarded the grant. Mayor Pro-tem Farrell asked when recipients of the Pedestrian Planning Grant would be notified. Planning Director Liles stated recipients would be announced in April.

Planning Director Liles stated department equipment needs include some audio equipment for the Board room which would be around \$2260.

Planning Director Liles stated she would also like to purchase Community Viz which is software the Board approved for the current fiscal year, but the money was used to replace Patti and Jenni's computers because their computers crashed. Planning Director Liles stated she would like this software to be able to look at capacity on roads, water, sewer, etc.

Planning Director Liles stated she has two building inspectors, one truck, and one car. Planning Director Liles stated the State of NC no longer allows inspectors to use contractors' ladders. Inspectors have to carry their own ladders on job sites, which means both inspectors need trucks in order to carry ladders.

Planning Director Liles stated her training budget for next year would need to be increased for training inspectors because Charles Davis needs to move from probationary conversion to the next level of certificates. Commissioner Wright questioned if the need would continue for a second building inspector. Planning Director Liles stated the inspections could be handled by just Rodney Childress. Commissioner McMurray asked if violations would be continued though if there was not a second building inspector. Manager Zell stated handling violations is the primary responsibility of

what Charles does. Planning Director Liles stated Charles also performs as a backup to Jenni at the front desk with permits. Planning Director Liles stated floodplain training would need to be completed this next fiscal year and Community Viz/GIS training which they try to do a little bit each year to keep skills up to date.

Planning Director Liles stated a wish list for 2010/2011 would include adopting the UDO, train for implementation of the UDO, and update all associated maps; Hazard Mitigation Plan Adoption (mandated); removal of four houses as part of the Bethune St. CDBG Grant; preparation of a Dam Management Plan and Map Emergency Evacuation Limits; upgrade aerial photography (which would only be a contribution to Moore County).

Manager Zell discussed the Pinehurst – Aberdeen Annexation Agreement Study Map with the Board. Mayor Mofield wanted the proposed neutral area to be area that Aberdeen may annex. Mayor Mofield did not want Aberdeen’s city limits getting cut off with this agreement. Commissioner Parker felt there should be more of a compromise so that an agreement can be reached with Pinehurst. Manager Zell stated he would take the agreement back to Andy Wilkison with the Village of Pinehurst and ask for the neutral zone to be changed to light blue and change a portion of the light green to neutral area. Mayor Pro-tem Farrell thought Aberdeen was giving too much land to Pinehurst.

A motion was made by Commissioner Wright, seconded by Commissioner Parker, to adjourn the meeting. Motion unanimously carried.

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Regina M. Rosy, Town Clerk

Minutes were completed in  
Draft form on March 10, 2010

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Elizabeth B. Mofield, Mayor

Minutes were adopted  
April 12, 2010