

**ABERDEEN BOARD OF COMMISSIONERS**  
**MINUTES OF WORK SESSION**  
**JANUARY 29, 2008**  
**5:30 P.M.**

The Aberdeen Board of Commissioners met Tuesday, January 29, 2008 at 5:30 p.m. for their regular Work Session. Members present were Mayor Elizabeth Mofield and Commissioners Pat Ann McMurray, Robbie Farrell, Jim Thomas and Walter Wright. Commissioner Donna Shannon was unable to attend. Others in attendance were Town Manager Bill Zell, Town Clerk Nancy Matthews, Planning Director Kathy Liles, Deputy Planner Patti Jilson, Town Attorney T. C. Morphis, Mr. Bill Seymour, Mr. Martin Brunner and Mary Griffin, Reporter for the Pilot Newspaper.

Mayor Mofield called the Work Session to order. She stated there were several items of business for review and discussion.

**1. Audit presentation on financial statements for Fiscal Year 2006-2007.**

Mr. Scott Brewer of Dixon Hughes, PLLC, presented to the Board their Independent Auditors' Report for FY2006-2007. He stated the financial highlights were:

- The assets of the Town of Aberdeen exceeded its liabilities at the close of the fiscal year by \$13,818,976(net assets).
- The government's total net assets increased by \$811,142, primarily due to increased ad valorem tax revenue and interest revenue received from investments.
- As of the close of the current fiscal year, The Town's governmental fund reported an ending fund balance of \$3,547,193, an increase of \$1,071,761 in comparison with the prior year.
- The unreserved fund balance amount \$1,748,247, represents 36.72 percent of total general fund expenditures for the fiscal year.
- As of the close of the current fiscal year, the water and sewer fund reported ending net assets of \$8,307,634, an increase of \$273,883 in comparison with the prior year.

Mr. Brewer then went through the financial statements with the Board and answered their questions. He then thanked the Board and gave appreciation to staff in their work on audit preparation.

**2. Closed Session – Personnel Matter: Attorney/Client Privilege.**

A motion was made by Commissioner Wright, seconded by Commissioner Farrell, to go into Closed Session for a Personnel Matter: Attorney/Client Privilege. Motion unanimously carried. The Board entered Closed Session.

The Board returned to regular Work Session. A motion was then made by Commissioner Wright, seconded by Commissioner Thomas, to adopt a Resolution Authorizing the Disclosure of Confidential Personnel Information in Order to Maintain Public Confidence in the Administration of Town Services as Amended. Motion unanimously carried.

**3. Annexations: Statutory or by legislative act.**

Planning Director Liles distributed to the Board a map delineating areas to consider for statutory annexation and a draft copy of a Resolution to Consider the Annexation of Certain Areas into the Corporate Limits of the Town of Aberdeen. She stated that a general description of proposed property will be added to the resolution. She stated that only parcels of ten (10) acres or less in size will be considered for annexation.

Planning Director Liles stated the Resolution of Consideration will be ready for the Board to consider at the February 11<sup>th</sup> Board meeting. **Agenda item as New Business.**

**4. Application for Site Plan Review SP#08-01 and Sign Plan Review MSP#08-01 requested by Primax Properties to amend the layout at Aberdeen Pines, Hwy. 15-501, Aberdeen, N. C.**

Planning Director Liles stated Public Works Director, Rickie Monroe, has reviewed the changes to the Site Plan and has indicated that prior to the starting of construction, Primax Properties will need to submit storm water calculations.

Commissioner Farrell expressed concerns on Master Sign Plan with the multiple wall signs. Planning Director Liles stated the revised site plan will address this problem.

The Board wanted the monument sign similar in size to the Hampton Inn sign. **Agenda item as New Business.**

**5. Discussion Items:**

**a. Request from Moritz Bakery to expand the rear property line located on Talbooth Street by easement or deed.**

Planning Director Liles informed the Board that Martin Brunner with Max and Moritz Bakery is redeveloping the property located across from the Town Hall between Poplar and Talbooth Street. She stated, in the course of acquiring this property, the developer discovered that the rear property line does not extend as far to the rear as was expected. She stated in order to accommodate installation and access to a walk-in refrigeration unit as well as necessary emergency egress, the developer needs to acquire an area 15' x 40' in size. She stated the area would include an 8' x 12' walk-in cooler, a 6' x 6' enclosed patio, a mop/wash sink, an 8' x 10' removable storage shed and the air conditioning units. She stated the property in question is owned by the Town of Aberdeen. She stated that Mr. Brunner requests that the Town consider sale or easement to allow his proposed development to move forward.

After some discussion, a motion was made by Commissioner Thomas, seconded by Commissioner Wright, to direct the Town Manager to develop an easement for this temporary structure not to exceed ten years and is void if property is sold.

**b. Metal Building.**

**c. Moratorium on multi-family dwellings.**

Due to a lengthy agenda, Planning Director Liles stated these items would be tabled to be discussed at a later date.

**6. Voluntary non-contiguous annexation petitioned by Ron Jackson and Dan Maples for The Pit Villas located on Hwy. 5, Aberdeen, N. C.**

Planning Director Liles informed the Board this is just the second phase in the annexation process to accept the Clerk's Certificate of Sufficiency and adopt a Resolution Fixing the Date for Public Hearing, which will be for the March 10<sup>th</sup> Board meeting. **Agenda item as New Business.**

**7. Application for Zoning Code Text Amendment ZA#07-07 submitted by Lamar Advertising to add a section regarding Outdoor Advertising to the Town of Aberdeen Zoning Code.**

Planning Director Liles stated this item is still hanging and she needs to know if the Board will render a decision on this item or just leave as it. She stated Lamar Advertising indicated that a minimum height of 40' is needed to develop any new billboards.

The consensus of the Board was to make no changes to the language pertaining to billboards.

**8. Application for Rezoning RZ#07-03 requested by Parker Canady to rezone a 100 x 25 ft. strip from R-20 Residential District to G-C General Commercial District behind PetSmart north of Johnson Street, Aberdeen, N. C.**

Planning Director Liles stated, as a result of a previous rezoning request, the Board established an R-20 Zoning District in a 25' strip along the property described as GC, General Commercial. She stated this was done to provide protection to residential uses on the lots adjacent to Johnson Street. She stated the adjoining lots zoned HC have been used as a residence with a dog grooming business operation.

There was some discussion concerning the adjacent property owner still living on the premises. The Board decided as long as this adjacent dwelling is occupied, they would not consider any action on this item.

**9. Budget Amendment BA#08-06 to amend original budget estimate for debt service payment on new Town vehicles.**

Manager Zell informed the Board that this budget amendment replaces the one initially presented and adopted on January 14<sup>th</sup>. He stated in the initial amendment, he failed to include the \$1,605 in savings once the financing was complete. He stated this savings is being returned to the fund balance with this revised amendment. He ask that this be approved at this meeting.

A motion was made by Commissioner McMurray, seconded by Commissioner Wright, to approve the Budget Amendment BA#08-06 as amended. Motion unanimously carried.

**9. Information Items:**

**a. Speed bumps in municipalities.**

Manager Zell informed the Board that the memorandum from Attorney Mike Brough is in response to the Board's request about speed bumps. He stated if the Board wants to look into this further, an established written policy would have to be created. He stated this item would be discussed further at the next Work Session.

**10. Other Business**

Manager Zell reminded the Board of the Chamber Banquet on Thursday, January 31<sup>st</sup> at The Carolina Hotel.

**11. Adjournment**

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

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Nancy M. Matthews, Town Clerk

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Elizabeth B. Mofield, Mayor

The minutes were completed in draft form on January 31, 2008

The minutes were adopted at the February 11, 2008 meeting

