

Minutes  
Special Called Meeting  
Aberdeen Town Board

March 8, 2011  
Tuesday, 5:30 p.m.

Robert N. Page Municipal Building  
Aberdeen, North Carolina

The Aberdeen Town Board met Tuesday, March 8, 2011 at 5:30 p.m. for a Special Called Meeting. The purpose of the meeting was to listen to budget presentations from the Public Works Department and Planning Department. Members present were Mayor Elizabeth B. Mofield, Mayor Pro-tem Robbie Farrell and Commissioners Pat Ann McMurray, Alan Parker, and Walter Wright. Commissioner Jim Thomas was not in attendance for the meeting. Staff members in attendance were Planner Pam Graham, Planning Director Kathy Liles, Public Works Director Rickie Monroe, Town Manager Bill Zell, and Town Clerk Regina Rosy.

Mayor Mofield called the Special Called Meeting to order.

Public Works Director Monroe stated he had put together a capital improvement plan for the next 10 years that he distributed to the Board. Public Works Director Monroe stated the new regulation is that wells can only be pumped 12 hours a day, which means more wells are going to be needed for the future of Aberdeen's water supply. Public Works Director Monroe stated as long as the County of Moore is a water customer of the Town, then more water will continually be needed each year. Public Works Director Monroe stated he also is requesting for this upcoming budget year to get an automatic meter reading system. Public Works Director Monroe stated this system will save fuel, cut down on re-reading meters, and free up the water crew to do other work and have more time to keep up with ever changing rules and regulations. Public Works Director Monroe stated the item that is most important for the upcoming fiscal year is the tiger vacuum machine which is used for cleaning sewer lines and water leaks. Public Works Director Monroe stated this unit needs to be replaced because of age and it was damaged in the fire in 2007. Public Works Director Monroe stated he has received a piggy back quote of \$128,235 on a new unit. Public Works Director Monroe stated there is also a demo unit available with only 20 hours on it for \$119,770 right now. Monroe stated the current machine could be placed on govdeals, and he hoped he might could get about \$15,000 out of it.

Public Works Director Monroe went over all the current expenditures to come from Fund Balance which included the following:

- Forest Hills Sewer Project                   \$336,976
- Water & Sewer Efficiency Report       \$48,000
- Well 20 & 21                                 \$109,600

- Well 12 (Radium Removal Project) \$180,000
- Sewer Vacuum Machine \$119,770

Mayor Mofield asked how much money should be available in the water and sewer fund balance. Manager Zell stated enterprise funds only have to have enough money to cover operation expenses. Public Works Director Monroe stated he would never allow the fund balance to go below \$500,000.

Mayor Mofield asked if the amount of fluoride could be reduced in the water, due to the effect it is having on people's teeth. Public Works Director Monroe stated he is required to put one part per million of fluoride in Aberdeen's water. Mayor Mofield suggested opening up this issue to the citizens of Aberdeen to see how the citizens feel about it.

Public Works Director Monroe explained the automatic meter reading system and how it would work. Commissioner Wright wanted to know how much the Town would save with this system over a 10 year period. Public Works Director Monroe stated it would save on staff time and would definitely save on gas, but beyond that he wasn't sure on an exact dollar amount of what it would save.

Mayor Mofield asked where the first 2,000 feet of annual inflow and infiltration repairs would be made at. Public Works Director Monroe stated he would probably start on Poplar Street.

Commissioner Wright stated he would be in favor of financing the automatic meter reading system.

Public Works Director Monroe gave an example of putting in \$336,000 in sewer lines in Forest Hills, and then none of the property owners paid to tap onto sewer. Public Works Director Monroe gave a proposal of charging a \$5.00 availability fee per month per house that has sewer access. Manager Zell stated that would raise \$31,000 per year of additional revenue. Mayor Mofield asked for Manager Zell to find out what Southern Pines and Pinebluff do regarding an availability fee. Commissioner Wright stated he thinks the Town needs to recoup some of the money it has spent for infrastructure. Manager Zell stated we could just charge an availability fee starting March 2011 and going forward. Commissioner Wright stated again, he thinks everyone that has availability should be charged an availability fee. Mayor Mofield requested that information be obtained about what Pinebluff and Southern Pines are doing first. The Board agreed to get that information first, before making a decision.

Mayor Pro-tem Farrell asked what the status is on the tiger vacuum machine that Public Works Director Monroe wants to purchase.

A motion was made by Commissioner Wright, seconded by Commissioner McMurray, to buy the tiger vacuum machine at a cost of \$119,700 or less out of the Water enterprise fund balance for the current fiscal year. Manager Zell stated a consultant would have to be worked with to connect the current system with the new AMR system. Motion unanimously carried. Public Works Director Monroe stated we will have to advertise for 10 days based on the piggyback.

Planning Director Liles discussed staff capacity and the levels of building inspection certificates that Rodney Childress, Charles Davis, and Jenni Secrist have. Planning Director Liles stated the Town is very fortunate to have Pam Graham as the planner. Planning Director Liles stated the Village of Pinehurst has contacted the Town of Aberdeen regarding doing back up inspections for the Town. Planning Director Liles stated currently, the workload is not large enough to need additional help, but in the future it could be an issue as building picks back up.

Planning Director Liles stated 438 acres are pending in the involuntary annexation process. Planning Director Liles stated 535 acres would be added to the Town of Aberdeen upon the completion of this annexation process. Planning Director Liles stated 1,000 decals have been ordered for businesses. Planning Director Liles stated the estimated cost for a master sign plan is \$8,500. Planning Director Liles stated Nocik Design could charge half the cost this fiscal year, and half next year. Planning Director Liles discussed the different grants obtained recently which include the Bethune St. CDBG, NCDOT Pedestrian Plan in the amount of \$30,000, CWMTF Greenways Acquisition Grant in the amount of \$86,245, and First Health Foundation Mini-grant in the amount of \$4,000. Planning Director Liles stated the \$4,000 grant from First Health could be used for a freezer at the Aberdeen Recreation Station (\$500), pedestrian access to Southern Middle School Improvement (\$1,500), and HWY 1 tunnel signage and map (\$2,000).

Minimum Housing cases include Hinesley property on Crest Drive, Franz property on Roseland Road, and the Garner property on E. Oak Street. Planning Director Liles stated 1,134 inspections were conducted in 2010.

Planning Director Liles stated future needs will include the following:

- Close donut holes and update Resolution of Consideration with annexation process
- Master Sign Plan – install wayfaring signs
- Consider grants/donations for greenway installations
- Implementation of Depot Planting Plan
- Expand ETJ for Aberdeen
- Updated Land Development Plan, Downtown Development Plan, Dam Safety Plan
- Move away from hanging baskets to large containers in downtown area

- Consider public/private partnerships for Hwy. 5 and Taylor Street streetscaping
- Gear up for high inspection workload – continue staff development, bring on intern

Planning Director Liles provided a 3 year capital improvement plan budget for the Board’s review. Planning Director Liles stated for 2011/2012 she is requested budgeting for the following items:

- |                                    |          |
|------------------------------------|----------|
| - Land Development Plan and Update | \$25,000 |
| - AutoCADD/Vectorworks             | \$5,400  |
| - Photoshop                        | \$1,400  |
| - 1 truck – 6 year rotation        | \$25,000 |
| - 2 computer replacements          | \$2,500  |
| - Dam Management Plan and Update   | \$20,000 |
| - Main Street Program              | \$12,000 |
| - Signage and update to sign plan  | \$10,000 |
| - Greenway improvements            | \$25,000 |

Planning Director Liles stated she would welcome input from the Board regarding her budget.

Commissioner McMurray felt that AutoCADD and PhotoShop would be very beneficial to other departments as well.

With no further discussion, a motion was made by Commissioner Wright, seconded by Commissioner Parker, to adjourn the Special Called Meeting. Motion unanimously carried.

---

Regina M. Rosy, Town Clerk

---

Elizabeth B. Mofield, Mayor

Minutes were completed in  
Draft form on March 8, 2011

Minutes were approved  
on March 14, 2011