

Minutes  
Special Called Meeting  
Aberdeen Town Board

March 6, 2012  
Tuesday, 5:30 p.m.

Robert N. Page Municipal Building  
Aberdeen, North Carolina

The Aberdeen Town Board met on Tuesday, March 6, 2012 at 5:30 p.m. for a Special Called Meeting. Members present were Mayor Elizabeth B. Mofield, Mayor Pro-tem Robbie Farrell and Commissioners Pat Ann McMurray, Alan Parker, Jim Thomas, and Walter Wright. Staff members in attendance were Town Manager Bill Zell, Town Clerk Regina Rosy, Planning Director Kathy Liles, Public Works Director Rickie Monroe, Assistant Public Works Director Harold Watts, and Planning Intern Jae Kim.

Mayor Mofield called the Special Called Meeting to order. Mayor Mofield stated the purpose of the meeting is to hear budget presentations from the Planning Department and the Public Works Department.

Planning Director Liles stated the census numbers have been released since the last budget process and Aberdeen has grown by 86% with a new population of 6,350. Planning Director Liles stated it is important to consider the growth rate of Aberdeen in terms of the additional need for services.

Planning Director Liles stated the number of inspections has increased from 1,673 inspections in 2009, to 1,761 inspections in 2010, to 3,090 inspections in 2011.

Planning Director Liles stated short range planning for the Planning Department includes the following: zoning compliance is up, site plan reviews are up, final plats are up, field work is up, complaint investigation and resolution is time consuming, and CUP/Rezoning are down. Long range activities include the following: adoption of UDO, annexation mostly completed, brand, master sign plan, tunnel design, reindeer fun run, bicycle plan, pedestrian plan, CTP participation, Main Street Application, Healthy Kids Health Communities – photo voice, COGIS, and hazard mitigation.

Planning Director Liles stated in terms of grant activities – ongoing grants include Talent Enhancement, Bethune Street revitalization, Midway Gardens, Royal Threads, CWMTF – greenway acquisition. Grants under development are SBEA, NC Catalyst, and Infrastructure.

Planning Director Liles stated drainage problems have eaten up a tremendous amount of time this past year. Drainage problems include Cypress Creek Landing, Texas Roadhouse, Sandy Springs, and single family development issues in an attempt to keep the crawl spaces dry. Planning Director Liles stated it is being discovered that contractors are not following their original plans for construction and measures are not put into place during construction process. Planning Director Liles stated there does not seem to be one integrated approach to managing construction projects.

Planning Director Liles showed a video to the Board and the video was a synopsis from property owner Annalise O'Connor about the drainage situation in Sandy Springs. Planning Director Liles stated she thought this homeowner's perspective would be interesting for the Board to hear. Planning Director Liles displayed some additional photos showing what the heavy rain over the weekend caused in this area. Manager Zell asked why DENR doesn't do anything about this issue – Planning Director Liles stated DENR does not do stormwater management in this area, only sedimentation issues. Planning Director Liles stated one of the Town's options would be to tell the homeowners that this is a civil issue. Planning Director Liles stated however, this makes the Town look really bad. Planning Director Liles stated another option would be for Aberdeen to develop its own stormwater and drainage management program, rather than leave it in DENR's hands. When contractors deviate from construction plans, then a stop can be put to these projects before things get out of hand. Planning Director Liles discussed the advantages of building a delegated program. Planning Director Liles stated her suggestion would be to go after full cost recovery. Planning Director Liles stated another ordinance would have to be adopted, and the Town would need to be willing to take on another project. Mayor Mofield asked how long would this take to get the program started. Planning Director Liles stated DENR would have to give its blessing first, and then it would take probably 6 months to a year to put a program in place. Commissioner Wright asked what the Town can do at this point to make the developer fix this problem. Commissioner Thomas asked if it hits the developer in the pocketbook when he gets cited from NCDENR. Planning Director Liles explained that no, the developer does not get hit in the pocketbook. Planning Director Liles stated she has met with NCDENR at the site and had them look at the issue. Planning Director Liles stated she has written a letter to Stafford about this issue, and Attorney Morphis reviewed the letter prior to her sending it. Planning Director Liles stated Neil Smith Engineering did the engineering work for Mr. Stafford, and apparently the outstanding drainage issues are money related.

Commissioner Wright asked if these same issues will happen again with the next phase at Sandy Springs. Planning Director Liles stated that is why it is so important that someone is watching the hen house with this issue.

Planning Director Liles discussed a possible staff realignment in her department due to emerging needs. Planning Director Liles stated Charles and Rodney could be assigned to inspections and permitting and minimum housing. Planning Director Liles stated she would recommend zoning enforcement be removed from inspections, since the staff has not been trained in this area. Planning Director Liles stated in the Planning area, she would suggest she and Pam do permitting (ZC, site plan, SUP, CUP), Boards (Planning, HPC, ABC, Bike/Ped Steering Committee), Annexation, and Long Range Projects (CDBG, CWMTF, partnership projects). Support staff would include Jenni and Jae. Planning Director Liles stated she would actually like to do zoning enforcement on a contractual basis. Planning Director Liles stated with the increasing inspections, there is less time for enforcement by building inspectors. Planning Director Liles stated a local part-time planner, could be contracted with to manage this area for the Town.

Planning Director Liles stated future needs include future land use plan (out of date, minimum price is \$50,000), Main Street Program for \$85,000 or downtown development and/or planning support, signage, bike improvements, pedestrian improvements, CDBG Catalyst and Small Business Grants, Stormwater/project management (fee based), hazard mitigation plan implementation, beautification projects, shifting legal support to planning, and contracting enforcement.

Planning Director Liles stated a few other needs include surveying for ETJ expansion, one ESRI license upgrade, one new truck, one new computer, significant increase in gas, new permit fees, minimum housing support for Midway, and permitting software. Commissioner Wright asked if she had prices for all of these items. Planning Director Liles suggested she could bring back prices, and let the Board discuss further at that time.

Commissioner Wright suggested getting the Town attorney involved to fix the drainage problem and hold Bob Stafford accountable for these drainage problems. Manager Zell expressed his concern at setting a precedent with this situation. Public Works Director Monroe suggested the Town telling Bob Stafford that if the Town has to do the work or contract for it, then a bill will be sent to him for payment. Assistant Public Works Director Harold Watts stated he does not believe it is a good idea for the Town of Aberdeen to go onto private property and do drainage work. Planning Director Liles stated she will contact Attorney Morphis to get to work on this issue.

Public Works Director Rickie Monroe began the Public Works budget presentation with the General Fund budget. Public Works Director Monroe stated his current knuckleboom truck is a 2004 and it is high maintenance and highly used. Public Works Director Monroe stated over the past two years, this vehicle has had high maintenance costs with a significant amount of down time. Public Works Director Monroe stated he would recommend increasing the current budget for street lights, solid waste and recycle containers to accommodate the increasing population.

Public Works Director Monroe next went over the needs for the Water & Sewer Fund budget. Public Works Director Monroe stated a water and sewer service truck is needed at a cost of \$68,000. This service truck will be used to pull the jetvac machine and the sewer jet machine. These two pieces of equipment have a very heavy load and are putting a strain on the current vehicles that pull them. These vehicles were retrofitted to be able to tow the equipment but are not adequate and pose a safety concern. Public Works Director Monroe stated he is currently in discussion to acquire detailed pricing on the implementation of an AMR or AMI system to provide automatic read capabilities for our water meters. It is the Town's intent to have the pricing for the two different technologies by budget time.

Public Works Director Monroe stated Well Site 22 has been identified and tested with no immediate issues. The estimated yield will be between 100-125 gallons per minute with a yield of 90,000 gallons per day. In addition to Well 22, staff is currently in discussion with the Gillis family in acquiring a well lot site near Well 18. Public Works Director Monroe stated with the additions of these two wells our current water system supply will be able to keep up with the increasing population of our

town. Mayor Mofield asked how many wells the Town has. Manager Zell explained there are 19 functioning wells, and 2 previous wells which have been shut down.

Public Works Director Monroe stated he is currently in discussions with a contractor to rehab pump station #7 which is located by KFC. This station is in need of serious repairs to the piping and the pumps. The estimated price for the rehab is approximately \$176,000 - \$370,000 which will include bypass pumping to maintain reliable sewer system for the residents the station serves. Public Works Director Monroe stated he is also in discussion with storage tank contractors to review our tank inspection schedule and provide pricing for repairs and painting. Monroe stated a rough estimate to take a tank down is anywhere from \$35,000 - \$50,000.

Public Works Director Monroe discussed the upgrade of the existing radio system to comply with FCC regulations. Public Works Director Monroe stated the following amounts would need to be budgeted per department for the upgrade to the radio system: Water Production - \$10,000, Water/Sewer - \$3,500, Streets - \$5,800, and Sanitation - \$1,000.

Public Works Director Monroe discussed the situation with NCDOT and Progress Energy. He stated the plan is to come up with an agreeable solution to the tree issue along US Hwy. 1 near Forest Hills. Monroe stated the plan is to remove the pine trees that are underneath the power lines and replant the crepe myrtles to provide screening and improve the aesthetics of the right of way. Mayor Mofield suggested using a different type of evergreen tree to use for the screening that would provide coverage all year long.

Commissioner Wright requested Public Works Director Monroe to look into what it would cost to put security around all of the wells and pump houses.

Commissioner McMurray asked about moving the fire hydrant across from the Dog Nation Grill – if it could be moved and placed in front of Inn at the Bryant House.

With no further items for discussion or review, a motion was made by Commissioner Wright, seconded Mayor Pro-tem Farrell to adjourn the Special Called Meeting. Motion unanimously carried.

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Regina M. Rosy, Town Clerk

Minutes were completed in  
Draft form on March 6, 2012

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Elizabeth B. Mofield, Mayor

Minutes were adopted  
March 12, 2012