

Minutes
Work Session
Aberdeen Town Board

January 29, 2013
Tuesday, 5:30 p.m.

Robert N. Page Municipal Building
Aberdeen, North Carolina

The Aberdeen Town Board met Tuesday, January 29, 2013 at 5:30 p.m. for the Work Session. Members present were Mayor Elizabeth B. Mofield, Mayor Pro-tem Robert A. Farrell, and Commissioners Pat Ann McMurray, Alan Parker, Jim Thomas, and Walter Wright. Staff members in attendance were Planning Director Kathy Liles, Senior Planner Pam Graham, Community Development Planner Jae Kim, Town Manager Bill Zell, and Town Clerk Regina Rosy. Alan Casavant, Tim Marcham, Reporter for the Pilot Tom Embrey, Reporter for the Fayetteville Observer Steve DeVane, Maurice Holland Jr., Michael Lashley, and Jon Ring were also in attendance for the meeting.

Mayor Mofield called the meeting to order at 5:30 p.m.

Mayor Mofield stated she and Bill met with Pactiv last week to discuss grant opportunities to up-fit that building. Mayor Mofield stated she and Bill also met with a company interested in buying the Gullistan building. Mayor Mofield stated she, Pat Ann, and Bill went to State of the State last Thursday. Mayor Mofield stated last night she, Bill, Kathy, and Pat Ann went to the Senior Enrichment Center for a meeting about needs for the County. Dr. Spence spoke at the meeting and discussed education needs for the County.

1. Speed Limit Change on NC Highway 5.

Planning Director Liles distributed an e-mail from United Transport about the speed limit possibly being reduced on a small stretch of road on NC Highway 5. Planning Director Liles stated NCDOT felt it may be appropriate to lower the speed limit from 55 to 45 in the area requested. Planning Director Liles stated the Public Works Department and the Police Department were contacted for feedback, and Police Chief Connor stated he would like the speed limit lowered for all of NC Highway 5. Manager Zell explained this requested change would only affect 800 feet on NC Highway 5. Some Board members expressed interest in lowering the 55 mph area to 45 mph across all of NC Highway 5. A motion was made by Commissioner McMurray, seconded by Commissioner Wright, to request to change the speed limit on NC Highway 5 to not more than 45 mph. Motion unanimously carried.

2. 2013 Historic Preservation Fund Grant Opportunity.

Planner Graham stated staff is very glad to be able to call Aberdeen a Certified Local Government. Planner Graham stated one of the reasons for wanting the CLG designation was to have the opportunity to apply for grant opportunities. Planner Graham stated Aberdeen's Historic Preservation Commission has determined that an update to the Historic Preservation design guidelines would be a great project to complete with grant dollars. The grant is a 60/40 match, and a consultant would be needed for the project. Planner Graham stated there is a lot of new material in the construction industry that is not even addressed at all in the Historic Preservation design guidelines.

Planner Graham stated the Historic Preservation Commission has been working very hard to make sure houses in the historic district fit in as well as possible. Planner Graham stated the going rate seems to be between \$7,000 - \$12,000 for this project. The Town's 40% match would come out of the professional services line item. Planner Graham stated 2/15/13 is the deadline for this application. Planner Graham stated she would need approval from the Town Board tonight or no later than the Board Meeting on 2/11/13. Commissioner Wright asked if there was any way to have someone just look at what we have and see what needs revision, without having the Town and State spend all of this money on this project. Commissioner Wright asked if this money was in the budget currently. Planning Director Liles stated this money would be budgeted in the professional services line item for the upcoming budget year and \$8,000 would be budgeted for the project. Mayor Mofield asked if historic trees would be covered in the revision of these guidelines. Planner Graham stated the current guidelines don't give much guidance for the trees, but that would be one area to look at. A motion was made by Commissioner Wright, seconded by Commissioner Thomas, to approve the Resolution of Support for the Historic Preservation Commission Design Guidelines Update Project for the US Department of the Interior Historic Preservation Fund Grant 2013 Cycle. Motion unanimously carried.

3. Conditional Rezoning CZ #12-02 for Railhouse Brewery, located at 105 E. South Street, for the purpose of permitting the addition of a restaurant use to serve food at the Railhouse Brewery within the I-H District.

Planning Director Liles stated the Town was not able to meet the legal requirements for notifications to have this public hearing at the last Board Meeting,

therefore it is being scheduled for 2/11/13. Planning Director Liles stated all items relative to how the site is used will be discussed during the public hearing. Mayor Mofield asked when the Board would consider this item for action. Planning Director Liles stated the Planning Board would review at their following meeting, and then item would come back to the Board at the next Work Session. Planning Director Liles stated a condition can not be added if the applicant does not agree with the additional condition, since this is a conditional zoning. Commissioner Parker stated it seems there could be a great deal of negotiation that could take place with this item. Agenda Item scheduled for Joint Public Hearing with the Planning Board on 2/11/13.

4. Town Sponsored Rezoning RZ #12-02 as requested by Elease Goodwin and Pat Ann McMurray for property located along Garrett Street from R10-10 to B-1 for the purpose of B-1 infill on Garrett Street. Properties identified by LRK #00046358, 00046359, 00052865, and 00046427 in the Moore County Tax Registry.

Planning Director Liles stated this item will follow our normal rezoning process. Planning Director Liles stated Commissioner McMurray will need to excuse herself from voting on this item. Agenda Item scheduled for Joint Public Hearing with Planning Board on 2/11/13.

5. Proposed Text Amendment to the Unified Development Ordinance UDO #12-09 Regarding Nonconforming Lots to address small lot provisions.

Planner Graham distributed an ordinance for this item to each of the Board members. Planner Graham stated a presentation was held for the Board at the previous Work Session. Planner Graham stated Attorney T.C. Morphis has drafted an ordinance for this item, and would be discussed further at the public hearing. Agenda Item scheduled for Public Hearing on 2/11/13.

6. Conditional Use Permit CU #12-06 for a Major Subdivision on Wayland Road submitted by Allan Casavant.

Planning Director Liles stated during the last Board Meeting, there was a request to reopen the Public Hearing. Planning Director Liles stated notices have been sent out to property owners, and the legal notice has been run. Agenda Item scheduled for Public Hearing on 2/11/13.

7. Review of Master Sign Plan and Discussion of Phase 1 Implementation.

Planning Director Liles distributed a handout to each Board member displaying potential signs that could be used. Phase I for the Master Sign Plan would include 5 wayfinding signs, 6 trailblazing signs, 3 gateway signs, and 1 information sign at Aberdeen Lake Park. Planning Director Liles stated during the previous budget discussion, the Board did not want to set aside money for signage at that time. Planning Director Liles stated if the Board chose to move forward with the design presented for Phase I, then the total cost would be \$64,466. Planning Director Liles stated the project could go out to bid and prices may be more competitive. Commissioner Wright asked if money was in the budget for this project. Planning Director Liles stated no, no money was available in her current budget for this project. Mayor Mofield stated she would like to see an entrance sign for Aberdeen Lake Park, but she also likes the kiosk idea proposed for Aberdeen Lake Park. Mayor Mofield stated she does not think “Aberdeen” should read sideways on the directional signs, but instead should read top to bottom. Commissioner Wright stated he would like for the Aberdeen Lake Park sign to be taken out of fund balance and be done now. Planning Director Liles stated for consistency, she can have Glen Nocik work directly with Leigh Baggs to come up with a design for a sign at Aberdeen Lake Park. Planning Director Liles stated encroachment agreements would have to be reached with DOT and property owners to install these signs. Commissioner Wright suggested installing a sign for Aberdeen Lake Park prior to June 30, 2013, and then budget for Phase I of the Master Sign Plan for FY 2013-2014. Planning Director Liles stated she can get informal bids for Phase I and see what kind of numbers she gets.

8. Gross Receipts for Wholesalers, Manufacturers, and Distributors.

Manager Zell stated he made the change the Board requested for gross receipts. Manager Zell stated the following schedule would be used for gross receipts for wholesalers, manufacturers, and distributors:

Privilege License total amount will be calculated by adding the Flat rate (\$200.00) and the fee associated with your number of employees in the chart below.

<u>Employees</u>	<u>Amount</u>
0-25	\$300
26-50	\$400

51-75	\$500
76-100	\$600
101-125	\$700
126-150	\$800
151-200	\$900
201 +	\$1000

A motion was made by Commissioner Wright, seconded by Commissioner McMurray, to approve the change in gross receipts for manufacturers, wholesalers, and distributors. Commissioner Thomas asked if the number of employees is determined by the corporation office, or the individual stores. Manager Zell stated the number of employees is determined by how many work at the locations in Aberdeen. Commissioner Wright asked if Manager Zell had spoken with the two affected parties, and Manager Zell stated yes. Motion unanimously carried.

9. Audit Contract with Dixon Hughes Goodman LLP.

Manager Zell stated there is a 2% increase in the contract. Commissioner Wright stated this contract does not include any internal audits. A motion was made by Commissioner Parker, seconded by Commissioner Thomas, to approve the audit contract with Dixon Hughes Goodman LLP. Motion unanimously carried.

10. Budget Calendar.

Manager Zell stated he would recommend the budget presentations be scheduled for March 5, 7, and 12. Mayor Mofield suggested unless there are at least two Board members that can not be in attendance, then leave the meetings as scheduled. Manager Zell also recommended May 7, 9 and 14 for budget meetings to discuss the budget.

Manager Zell stated a Work Session is scheduled in 2013 on Halloween, Oct. 31, 2013. The Board agreed to move the Work Session to October 29, 2013. Manager Zell stated the November 28, 2013 Work Session is on Thanksgiving Day and he recommended moving it to December 3, 2013. Also, Veteran's Day is a Regular Scheduled Meeting, and the Board agreed to move the meeting to the following Tuesday, which is November 12, 2013.

11. Other Business.

- a. Chamber of Commerce Annual Banquet on 1/31/13 at 5:30 p.m. at Carolina Hotel.

Pat Ann, Robbie and Laura, Betsy and Gary will be attending the Annual Banquet.

- b. Special Called Meeting on 2/4/13 to discuss the Starworks proposal for an entrepreneur based business opportunity here in Aberdeen.

Manager Zell reminded the Board of the Special Called Meeting on 2/4/13 at 6:00 p.m.

12. Closed Session pursuant to G.S. 143-318.11(a)(5) to discuss the possible acquisition or lease of real property.

A motion was made by Commissioner Parker, seconded by Commissioner Wright, to go into Closed Session to discuss the possible acquisition or lease of real property. Motion unanimously carried.

A motion was made by Commissioner Parker, seconded by Commissioner Wright, to open regular session. Motion unanimously carried.

A motion was made by Commissioner Parker, seconded by Commissioner Wright, to instruct the Town Planning Director to enter into discussions with Habitat for Humanity for negotiations with the Fowlers and Coles for acquisition of property. Motion unanimously carried.

13. Adjournment.

A motion was made by Commissioner Wright, seconded by Mayor Pro-tem Farrell to adjourn the meeting. Motion unanimously carried.

Regina M. Rosy, Town Clerk

Minutes were completed in
Draft form on January 29, 2013

Elizabeth B. Mofield, Mayor

Minutes were approved
on February 11, 2013