

Minutes
Special Called Meeting
Aberdeen Town Board

March 5, 2013
Tuesday, 5:30 p.m.

Robert N. Page Municipal Building
Aberdeen, North Carolina

The Aberdeen Town Board met Tuesday, March 5, 2013 at 5:30 p.m. for a Special Called Meeting for the Planning and Public Works Budget Presentations. Members present were Mayor Elizabeth B. Mofield, Mayor Pro-tem Robert A. Farrell, and Commissioners Pat Ann McMurray, Jim Thomas, Alan Parker, and Walter Wright. Staff members in attendance were Planning Director Kathy Liles, Senior Planner Pam Graham, Assistant Public Works Director Harold Watts, Public Works Director Rickie Monroe, Town Manager Bill Zell, and Town Clerk Regina Rosy. Tim Marcham was also in attendance for the meeting.

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

Planning Director Liles stated she would like to request the Mayor to proclaim Jenni Secrist as Mayor of Aberdeen on March 6, 2013. Mayor Mofield signed the proclamation.

Planning Director Liles stated the population from the 2010 census was 6,350 and the 2011 population estimate was 6,478. Planning Director Liles displayed a table showing the increase in permits, new construction/upfits, and permit fees collected. 2013 building projections include approximately 120 single family homes in Forest Hills West, Sandy Springs, Shepherd's Ridge, and the Legacy. Planning Director Liles stated she anticipates more upfits this fiscal year. Commercial has slowed down, but continued residential will drive more commercial upfit and redevelopment. Until sewer can serve the Highway 5 corridor, Town and Country redevelops, or major activity occurs on 15/501 south of Town, commercial will slowly come in. Permitting emphasis is going to more than likely stay on residential for the upcoming fiscal year.

Long range activities include the Land Use Plan, voluntary annexations, tunnel design, Reindeer Fun Run, implementation of the Bike/Pedestrian Plan, Comprehensive Transportation Plan, Regional Hazard Mitigation Plan, and Erosion Control Program. CDBG and other grants include ITPP Pactiv, Meridian Kiosk, 2011 and 2012 SBEA, 2012 Catalyst, Midway Gardens, and CWMTF greenway acquisition. Short range planning includes single family residential use site plan review, field work is up, and beginning to implement SUP/CZ.

Additional 2013 planning objectives are:

- Main Street Program – could now enter the Main Street Program with Jae acting as the Main Street Manager, and take the money budgeted in Appearance and Beautification and use it for the Main Street Program. Planning Director Liles stated the Appearance

and Beautification Commission has not taken care of the obligations that would be associated with the downtown development activities such as signage, streetscape activities, etc. Planning Director Liles suggested rethinking the Main Street Program, since she could do it within her current allocated budget

- Signage – Planning Director Liles stated if we could at least get up the three trailblazing signs directly across from downtown this fiscal year then those signs would get people to the downtown area. Planning Director Liles stated she feels the quote given for signage was not excessively high. She stated signage dollars could be rolled into the Main Street Program.
- Stormwater and Erosion Control – Planning Director Liles stated there is currently not really anyone regulating where the stormwater is draining to. Planning Director Liles stated she would recommend continued work on revisions to the code, and amend the fee schedule.
- Land Use Plan - \$55,000 is budgeted in this fiscal year for the Land Use Plan. Planning Director Liles stated she would request increasing the budget and add the additional dollars needed to next fiscal year's budget. Planning Director Liles stated she would recommend economic analysis for feasibility of wastewater on Highway 5. Planning Director Liles stated she would recommend managing the public information process in house to keep the cost of the plan down.
- Other items included Certified Local Government grant and the Town's portion would be \$8,000, Minimum Housing for Midway in the amount of \$6,000, investigate feasibility of Compressed Natural Gas (CNG) conversions, investigate energy code and how these types of uses would be addressed by the current UDO, STARWorks will be back on the next Work Session Agenda, and the Midway Small Area Plan.

Mayor Mofield asked about the ground water contamination at Meridian Kiosk. Planning Director Liles stated the contamination took place years ago, and Meridian basically bought into the contamination. Whenever federal or state dollars are involved, environmental review has to take place. Mayor Mofield asked how much money would be needed to fix the contamination. Planning Director Liles estimated \$100,000. Commissioner Wright suggested getting help from EPA. Planning Director Liles stated state and federal funds do not flow to that type of contamination problem. Commissioner Wright was concerned of how the contaminants could affect Aberdeen's water supply. Mayor Mofield suggested waiting to see if Meridian does additional testing, and if they don't do additional testing, then see what the Town would be willing to do, as far as contamination testing. Commissioner McMurray stated Meridian may consider relocating at some point in the future, but she feels this is a major issue that must be addressed.

Planning Director Liles stated if Meridian will enter into a groundwater remediation program, then that will be the right step forward for Meridian.

Commissioner McMurray asked what the title will be for the Small Area Plan for Midway Community. Planning Director Liles stated the title doesn't really matter, but she is open to suggestions from the Board on what they would like to call it. Commissioner Wright asked if there are plans to get rid of the dilapidated buildings in the Midway Community. Planning Director Liles stated asbestos work was done on the structures, but now work has stopped.

Planning Director Liles asked the Board if there was a consensus to proceed towards the Main Street Program with the understanding that it would not be a budget increase. Planning Director Liles stated she feels by entering the Main Street Program, it will bring the Town and the Business Guild together and give the downtown area more structure. Mayor Mofield stated she feels that if the Town did not take advantage of this opportunity to re-enter the Main Street Program, under the current budget, then the Town would be making a mistake. Planning Director Liles stated she will get together some numbers for the Main Street Program and then let the Board make the decision.

Director Monroe stated the Public Works Budget being requested is the same as last year, and there are no budget requests for large equipment. Director Monroe stated the 5-year capital improvement plan will be reviewed tonight for the Board to consider. Director Monroe stated he was instructed by DENR to include sewer rehab on old sewer lines in the 5-year capital improvement plan.

Director Monroe reviewed the accomplishments of the Public Works Department over the past year which included the following: 103 new water/sewer customers were added in 2012, Well #12 radium filter system was installed and is now operational providing safe drinking water to Aberdeen's residents, design of Well #5 and #9 filter system by EPA to remove TCE contaminant, Midway Gardens Habitat project will be completed in May 2013, US Highway 1 sidewalk project with plantings provided by NCDOT to be completed by June 30, 2013, and Public Works will complete/resolve by April 2013 numerous drainage issues to include Shelton Drive, Sandy Springs, and the Aberdeen Fire Department.

Director Monroe stated the Town will reapply for the Berkley Sewer CDBG project to provide sewer to the remainder of the Berkley Community. If the Berkley Grant is secured, the Town will design a 2,100 linear feet gravity sewer line to abandon Pump Station #5 that is in desperate need of repair. The Town has received a verbal agreement that the Town has received a CDBG grant to provide sewer to Pactiv on Highway 5 which will tie to the county sewer line and provide a means of abandoning the Aberdeen Bag Company pump station and allow Pactiv to expand their current operations. Director Monroe stated the Town has multiple large drainage

issues that need to be addressed during FY2013 which include Robbins Road, Hampton Inn Suites, Sandy Avenue, and Talbooth Street.

Director Monroe stated the Capital Improvements Plan for Fiscal Year 2013/2014 is as follows:

- Complete washout, inspection, interior, and exterior painting of Tank 4 to include spot repairs (\$253,000 - \$288,000).
- Installation of a fixed based Advanced Metering Infrastructure (AMI) system to improve efficiency of staff, reduce fuel costs associated with reading the meters manually and provide daily reading capabilities which will allow staff to identify leaks or high usage daily. This will also give the Town the opportunity to migrate toward a monthly billing cycle which will increase revenue stream (\$900,000 - \$950,000).
- Installation of approximately 1,600 linear feet of Cured-in-Place pipe liner (slip lining) to be installed in the Town's High Priority lines that are in need of repair. The slip lining of the sanitary sewer will allow us to make these needed repairs without having to dig in space sensitive areas (\$60,000).

Assistant Public Works Director went over the AMI system and what the Town will be able to do with the water data with the AMI system.

- Improve billing accuracy – provide exact billing and eliminate the costs associated with meter reading.
- Help customers identify leaks – allows customers to monitor their daily water usage to identify anomalies, which can link back to a leak within the home.
- Increase revenue – manage meter data to promote a strong financial performance by predicting leaks, tracking trends, monitoring water distribution, and detecting tampering and equipment damage. With the addition of AMI it will be feasible for the Board to switch to a monthly billing cycle.
- Educate customers – provide daily consumption data to keep customers informed of their water usage and conservation efforts. This will tie into Smart Fusion software and allow customers to view their accounts online.
- Improve customer service – integrate meter data into billing systems to eliminate human error and provide faster response to customers.

Mayor Mofield asked if the estimated price is fairly close to what the actual cost will be. Assistant Director Watts stated he has been in close contact with 3 vendors and the price fluctuates between \$900,000 and \$1.3 million.

Assistant Director Watts reviewed the Capital Improvements Plan for Fiscal Year 2014/2015 which is as follows:

- Complete washout, inspection, interior and exterior painting of Tank 2 to include spot repairs and lead abatement (\$298,000 - \$322,000).
- Construction of the Southwest Interceptor sewer line that will promote the development of the southwestern portion of the Town and also allow the Town to abandon two pump stations and reduce our electrical and maintenance costs. The southwest section has seen multiple inquiries into potential development projects within the last year (\$630,000).
- Installation of approximately 1,600 linear feet of Cured-in-Place pipe liner (slip lining) to be installed in the Town's high priority lines that are in need of repair. The slip lining of the sanitary sewer will allow us to make these needed repairs without having to dig in space sensitive areas (\$60,000).

Director Monroe stated the County is increasing the sewer rate by \$0.13 for the upcoming fiscal year. Director Monroe stated Aberdeen's usage has decreased, so there will not be a huge impact to Aberdeen with this price increase. Director Monroe stated the Board can discuss sewer rates and if they want to increase those rates or not to make up for the difference. Director Monroe stated \$1.8 million is available in the Water & Sewer Fund Balance. Commissioner McMurray asked Director Monroe if he prioritized his capital improvement needs, which would come first. Director Monroe stated he listed them in order of priority.

Assistant Director Watts stated the goals of Public Works for 2013 are to continue to research and develop new well sites to ensure the Town of Aberdeen has an adequate water supply for our residents, implement hands-free capabilities in Public Works vehicles to improve motor vehicle safety, and with the addition of ARCMAP software, Public Works is going to be focusing on updating the current Water & Sewer maps that in the past consultants have been utilized for.

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

Regina M. Rosy, Town Clerk

Minutes were completed in
Draft form on March 5, 2013

Elizabeth B. Mofield, Mayor

Minutes were approved
on March 11, 2013