

Minutes  
Work Session  
Aberdeen Town Board

April 3, 2014  
Thursday, 5:30 p.m.

Robert N. Page Municipal Building  
Aberdeen, North Carolina

The Aberdeen Town Board met Thursday, April 3, 2014 at 5:30 p.m. for the Work Session. Members present were Mayor Robert A. Farrell, Mayor Pro-tem Jim Thomas, and Commissioners Pat Ann McMurray, Buck Mims, Elease Goodwin, and Joe Dannelley. Staff members in attendance were Planning Director Pam Graham, Assistant Public Works Director Harold Watts, Planner Jae Kim, Parks and Recreation Director Leigh Baggs, Town Manager Bill Zell, Attorney T.C. Morphis, and Town Clerk Regina Rosy. Pat Corso, Gary Marler, John May, Melanie Thompson, Bill Kalmer, Maurice Holland, Sr., Reporter for the Pilot Ted Natt, Barbara Allred, and Kenneth Byrd were also in attendance for the meeting.

Mayor Farrell called the meeting to order at 5:30 p.m. Mayor Farrell reminded everyone in attendance that this is a Work Session for the Board members to plan for the Regular Board Meeting scheduled for April 21, 2014.

1. Veteran's Weekend - John Boesche.

Gary Marler, President of the Sandhills Chapter of the Military Officers Association of America (MOAA), stated John Boesche is not available this evening so he is filling in instead. Mr. Marler read the handout that was distributed to Board Members. Mr. Marler stated November 9, 2014 is the next concert to be held for fundraising for their organization. Mr. Marler stated MOAA is requesting the same \$2,000 financial contribution from Aberdeen this year, which was the same contribution as last year. Mr. Marler encouraged the Mayor to consider signing the proclamation to declare Veteran's Weekend in November.

2. Partners in Progress Listen and Learn Forum.

John May introduced Pat Corso to the Board. Mr. Corso thanked the Board for their support for Partners in Progress over the years. Mr. Corso distributed and explained some brief history about what Partners in Progress has recently been involved in. Mr. Corso asked the Board what questions they have. Commissioner Dannelley asked what he can do as an Aberdeen Commissioner for Partners in Progress and also how he can obtain current information and news releases about initiatives that Partners in Progress is involved in? Melanie Thompson stated Board members can "like" Partners in Progress on Facebook to get information on initiatives. Mr. Corso stated there are not enough resources to create newsletters.

Ms. Thompson stated May 15<sup>th</sup> at 5:00 p.m. at the Fair Barn is Moore Forward's Annual Meeting which is an update on what Moore Forward has been doing the past year and also will spotlight some innovators in Moore County. Mr. Corso stated Partners in Progress is very engaged with Manager Bill Zell, Mayor Farrell, and Town staff on a regular basis. Mayor Farrell thanked Mr. Corso and his staff for all they do to support Aberdeen and Moore County.

3. CDBG #12-C-2438 – Project Budget Ordinance.

a. Public Hearing on CDBG #12-C-2438 – Project Budget Amendment.

Mayor Farrell opened the Public Hearing on CDBG #12-C-2438 – Project Budget Amendment. Planner Jae Kim stated this public hearing is for CDBG #12-C-2438 for the 2012 SBEA Project Budget Amendment. Planner Kim stated the amendment is needed because one of the four businesses had to withdraw from the project, which reduced the project by \$25,000. One of the three remaining businesses, Meridian Zero, has adjusted their line item totals to shift the total amount to machinery/equipment so they can purchase a laser machine. Planner Kim stated the administration line item is being reduced from \$29,000 to \$25,250 based on one of the projects being removed from the grant. Mayor Farrell asked when this grant ends, and Planner Kim stated 1/19/16 is the closeout date for this grant. Commissioner Dannelley asked if any feedback was received from the public at any point after the legal notice was published in The Pilot. Planner Kim stated no feedback was received from the public. With no further discussion, Mayor Farrell closed out the public hearing on CDBG #12-C-2438 – Project Budget Amendment.

b. Project Budget Ordinance.

Manager Zell stated the budget ordinance needs to be considered for approval tonight if possible, since one has not been approved yet. A motion was made by Commissioner Mims, seconded by Mayor Pro-tem Thomas, to approve the Project Budget Ordinance for CDBG #12-C-2438. Motion unanimously carried. Planner Kim stated he would also like to request the Board's approval to submit the Project Budget Amendment once it is ready for submittal. The Board had no issue with submitting the Project Budget Amendment when ready.

4. History and Designs of Proposed Sign for Aberdeen Lake Park.

Parks & Recreation Director Leigh Baggs gave a history of the proposed signs for Aberdeen Lake Park. Director Baggs stated she was asked by Mayor Farrell to try to develop a proposal for a sign to be placed in the middle of the park, rather than in the previous location proposed. Director Baggs stated unfortunately that is not an option, due to the topography. Director Baggs stated the sign location at the corner of US Highway 1 is the best location so that traffic can be directed into that park entrance. Mayor Farrell asked what the specific topography issues are with placing the sign in the middle of the park on US Highway 1. Director Baggs stated because of the slope off of US Highway 1, that is just not a feasible location. Commissioner McMurray stated she is in favor of a monument type sign with an electronic message board. Commissioner Goodwin stated she would like to see the Aberdeen Lake Park sign tie in with the Master Sign Plan that was recently approved which includes some stonework at the base of the sign, so that there is a brand recognition for Aberdeen. Commissioner Mims stated he personally likes non-LED and non-digital signs due to the look and feel they give. Mayor Pro-tem Thomas asked if the Aberdeen sign ordinance allows digital signs. Planning Director Graham stated the ordinance prohibits flashing, intermittent signs which create distractions to drivers. Commissioner Dannelley clarified that the Board agrees on a monument type sign, with landscaping, on the proposed corner of US Highway 1, and also coordinate with the Master Sign Plan, nothing flashy or distracting to drivers, and the first sign in the packet is the preference. Commissioner Dannelley asked for all of this to be incorporated together, and a new cost be presented to the Board. Commissioner McMurray asked how much would be charged to advertisers for the Board. Director Baggs stated she has checked with other jurisdictions, and fees range from free to \$250 for advertisement. Commissioner Goodwin stated she would like to attend the next Parks & Recreation Advisory Committee to have some input in selection of the sign. Director Baggs stated she will bring this item back to the Board at the next Work Session. Agenda Item scheduled for Work Session on May 5, 2014.

5. Street Closure for Downtown Festival.

Planner Jae Kim stated the Aberdeen Business Guild is planning their 3<sup>rd</sup> Spring Spree street festival on Saturday, May 17<sup>th</sup>. Commissioner Dannelley asked if John Davenport's business will be closed off during the Spring Spree. Planner Kim stated there is access through Sycamore Street to reach Davenport's Galaxy. Director Graham stated the street closure is identical to last year's closure. Planner Kim stated John Davenport is a sponsor for this event and has expressed no negative feedback related to the street closure. Commissioner McMurray asked if the Town could check with the railroad on the train schedules to see if there will be an

interruption in the event. A motion was made by Mayor Pro-tem Thomas, seconded by Commissioner Mims, to approve the proposed street closures for the Spring Spree on May 17, 2014. Motion unanimously carried 5-0.

6. Town Sponsored Rezoning Request RZ #14-01 for Properties located along Keyser Street.

Director Graham stated the public hearing was held on 3/10/14. The Board can have limited discussion on this item tonight, as long as no new information is presented. Director Graham stated the Planning Board recommended approval, as long as there was no opposition during the public hearing. A motion was made by Commissioner Mims, seconded by Commissioner McMurray, to deny the Town Sponsored Rezoning Request RZ #14-01 for Properties located along Keyser Street, at the recommendation of the Planning Board, and the Pastor's concern of any future potential businesses in a residential neighborhood. Motion carried for denial 5-0.

7. UDO Text Amendment UDO #14-01 Regarding Residential District Standards for Garages.

Director Graham stated the public hearing was held on 3/10/14 and the proposed amendment is ready for consideration. Commissioner Mims asked why there are 30' setbacks instead of 10' setbacks from the property line. Director Graham stated the 10' setback currently applies to garages, but because of their larger size, a greater setback distance is recommended. A motion was made by Commissioner Dannelley, seconded by Commissioner McMurray, that UDO Text Amendment #14-01 Regarding Residential District Standards for Garages is not inconsistent with all adopted plans of the Town of Aberdeen including the 2030 Land Development Plan, the Hazard Mitigation Plan, the Pedestrian Plan, the Bicycle Plan, and the Green Growth Toolbox. Motion unanimously carried 5-0.

A motion was made by Commissioner Dannelley, seconded by Commissioner McMurray, to approve UDO Text Amendment #14-01 Regarding Residential District Standards for Garages including a definition of "Residential Garage" Section 152-15(64) and amend "Accessory Uses" Section 152-150 as indicated in the draft text amendment. Motion unanimously carried 5-0.

8. UDO Text Amendment UDO #14-02 Regarding the Discharge of Firearms within the Town Limits.

Brief discussion took place regarding the types of firearms that would be allowed in this type of proposed range. Kenneth Byrd questioned caliber and types

of weapons that could be used at an indoor shooting range. Mr. Byrd stated the Planning Board voted that the Police Chief should make the decisions on which firearms are safe to use in an indoor range. Attorney Morphis stated the Board could take a more liberal approach and allow the private shooting range owner determine which firearms are allowed, rather than the Police Chief. Commissioner Dannelley stated he has a concern of putting the burden on the Police Chief to determine which firearms can be used. Commissioner Dannelley stated he also would like to see the votes from the Planning Board coming to the Town Board for review in the future. Director Graham stated she understands, and it really came down to a time factor, and she will make sure that information is presented during the public hearing. Agenda Item scheduled for Public Hearing on 4/21/14.

9. UDO Text Amendment UDO #14-03 with Regard to Cluster Subdivisions.

Commissioner Dannelley asked if there has been any interest in this type of development recently or any applications. Director Graham stated there had been discussions with a potential applicant, but no submittals have been received to date. Agenda Item scheduled for Public Hearing on 4/21/14.

10. Rezoning Request #14-02 to rezone a 38 acre parcel on Pee Dee Road from C-I to the R20-16 Residential District.

Director Graham stated a rezoning request has been received for this item. Agenda Item scheduled for Public Hearing on 4/21/14.

11. UDO Conditional Zoning Request CZ #14-02 from R10-10 to B-3-C.

Director Graham stated this item is a conditional zoning request for a small parcel along Pine Street. Director Graham stated the recommended conditions from the Planning Board meeting are included in the materials. Agenda Item scheduled for Public Hearing on 4/21/14.

12. Revisions to the Permit Fee Schedule.

Director Graham stated she has researched fees charged by other jurisdictions for permits. Director Graham stated staff recommends that the Board consider two options for revisions to the Fee Schedule that would balance the typical costs for street closures:

- A filing fee of \$375 be collected to cover the costs of required legal notices and filing of plat and deed, with petitioner responsible for providing survey, or

- A filing fee of \$750 with the Town responsible for all processes of the closure.

Commissioner Mims stated he does not believe any other citizen in Aberdeen should have to pay for another citizen to obtain property, and he believes the citizen obtaining the property should pay for the costs involved. The Board seemed favorable for the first option of a filing fee of \$375 to cover the costs of required legal notices and filing of plat and deed, with petitioner responsible for providing the survey.

Director Graham stated staff has made comparisons of our permit fees for commercial heating/air conditioning units and determined that our fees are significantly higher than other nearby communities. Staff recommends that the base fee of \$75 remain the same and the \$20 per ton charge be reduced to \$10 per ton. This fee policy would result in a \$225 fee for a 15 ton unit. Director Graham stated because our current fee appears to be unfair, she would like the Board to consider lowering the fee.

A motion was made by Commissioner Mims, seconded by Commissioner Goodwin, to charge a filing fee of \$375 to cover the costs of street closures, to cover the fees for required legal notices and filing of plat and deed, with the petitioner responsible for providing the survey, which would have to meet recording requirements by Moore County. Motion unanimously carried 5-0.

A motion was made by Commissioner Mims, seconded by Mayor Pro-tem Thomas, to change the \$20 per ton charge to \$10 per ton charge. Motion unanimously carried 5-0.

A motion was made by Commissioner Mims, seconded by Commissioner Goodwin, to approve the Resolution approving the Town of Aberdeen Miscellaneous Fees and Charges Schedule. Motion unanimously carried 5-0.

13. Discussion of Joint Retreat with Planning Board.

Director Graham stated the Planning Board has engaged in discussions of a retreat for the purpose of discussing future direction and overall planning strategies, a "brainstorming" session to ensure a directed and proactive approach that addresses growth pressures and opportunities that may result. Director Graham stated she would like to request that there be a joint retreat between the Planning Board and the Town Board. Commissioner Dannelley suggested a strategy planning session in August/September with Department Heads, and then in the following month, articulate the strategic results from the previous session with the Planning Board.

14. Consider acceptance of Bids for Sale and Removal of a Residential Structure located at 805 N. Poplar Street and another Residential Structure located at 804 Holly Street.

Manager Zell stated bids have been received for the two residential structures located behind the Police Department. Manager Zell stated the high bid for the house on Poplar Street was \$2,000, and the high bid for the house on Holly Street was \$510. Commissioner Goodwin asked to be recused from voting on this item. A motion was made by Commissioner Mims, seconded by Commissioner Dannelley, to recuse Commissioner Goodwin from this item. Motion unanimously carried 4-0.

A motion was made by Mayor Pro-tem Thomas, seconded by Commissioner Mims, to accept the two high bids for the residential structures. Motion carried 3-1, with Commissioner McMurray opposing. Manager Zell stated within 120 days from tomorrow, the houses will be relocated.

15. Resolution Approving Financing Terms for new Fire Truck.

Manager Zell stated PNC Bank received the bid on the financing contract for the aerial fire truck. Manager Zell stated the financing is for \$1,165,000 which includes the truck and the equipment to go on the truck. Manager Zell stated in order for the financing to be tax free, the loan must be closed within 60 days of purchasing of the equipment, which was done on February 18<sup>th</sup>. Therefore the loan must be closed by April 18<sup>th</sup> and consideration of approval is needed this evening.

A motion was made by Mayor Pro-tem Thomas, seconded by Commissioner Dannelley, to approve the financing resolution with PNC Bank for the new fire truck. Motion unanimously carried 5-0.

16. Other Business.

- a. Schedule Budget Retreat.

Manager Zell stated he would like to go ahead and get the budget retreat on the calendar. The Board scheduled May 17<sup>th</sup> from 8:00 a.m. – 12:00 p.m. for the budget retreat.

- b. Commissioner Mims asked for an update on the drainage situation at Robbins Walk. Director Graham stated the engineer is coming out next Tuesday to walk the site and he will provide a quote for a designed solution to the issue. Assistant Public Works Director Watts stated he, Pam and Mike

Thomas met out at the site just recently and had a lengthy discussion on the issues.

- c. Commissioner Dannelley stated he has been asked what Aberdeen is doing to present a gateway for the US Opens coming up in June, and he would like to know if anything is being done. Director Graham stated signs for Phase I of the Master Sign Plan should be installed prior to the US Opens.
- d. Commissioner Dannelley asked when the loop will be closed on the requests from Partners in Progress and MOAA for financial assistance. Agenda item scheduled for Work Session on 5/5/14.

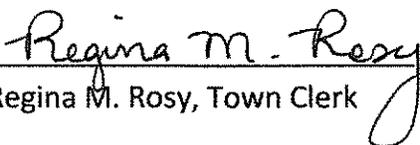
17. Closed Session pursuant to G.S. 143-318.11(a)(3), (4) and (5) to discuss matters within the attorney-client privilege and pursuant to G.S. 143-318.11(a)(6) to discuss personnel matters and (a) (4) to discuss economic development.

A motion was made by Commissioner Mims, seconded by Commissioner Dannelley, to go into Closed Session pursuant to G.S. 143-318.11(a)(3), (4) and (5) to discuss matters within the attorney-client privilege and pursuant to G.S. 143-318.11(a)(6) to discuss personnel matters and (a) (4) to discuss economic development. Motion unanimously carried 5-0.

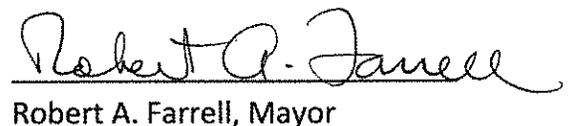
The Board returned from Closed Session.

18. Adjournment.

A motion was made by Mayor Pro-tem Thomas, seconded by Commissioner Goodwin, to adjourn the Work Session. Motion carried 5-0.

  
Regina M. Rosy, Town Clerk

Minutes were completed in  
Draft form on April 3, 2014

  
Robert A. Farrell, Mayor

Minutes were approved  
on April 21, 2014