

Minutes  
Special Called Meeting  
Aberdeen Town Board

May 17, 2014  
Saturday, 8:00 a.m.

Robert N. Page Municipal Building  
Aberdeen, North Carolina

The Aberdeen Town Board met Saturday, May 17, 2014 at 8:00 a.m. for a Special Called Meeting. Members present were Mayor Robert A. Farrell, Mayor Pro-tem Jim Thomas, and Commissioners Pat Ann McMurray, Buck Mims, Joe Dannelley, and Eleese Goodwin. Staff members in attendance were Town Manager Bill Zell, Finance Officer Beth Wentland, and Town Clerk Regina Rosy. Barbara Allred and Maurice Holland Sr. were also in attendance for the meeting.

Mayor Farrell called the meeting to order at 8:04 a.m.

1. Closed Session pursuant to G.S. 143-318.11(a)(6) to discuss personnel matters.

A motion was made by Commissioner Dannelley, seconded by Commissioner Goodwin, to go into Closed Session pursuant to G.S. 143-318.11(a)(6) to discuss personnel matters. Motion unanimously carried 5-0.

The Board returned from Closed Session.

2. Personnel Investigation Contract.

A motion was made by Commissioner Mims, seconded by Commissioner Dannelley, to approve the Personnel Investigation Contract. There was a great deal of discussion about how to proceed. The Board stated new information had been provided and the contract cost will be increasing. The Board agreed the revised contract amount could be approved at the Board Meeting on 5/19/14. At the conclusion of the discussion, Commissioner Mims rescinded his original motion.

A motion was made by Mayor Pro-tem Thomas, seconded by Commissioner Dannelley, to approve the Personnel Investigation Contract as written. Motion unanimously carried 5-0.

3. Consideration of Contribution to MOAA.

Manager Zell stated last year Aberdeen contributed \$2,000 to MOAA. Manager Zell stated Pinehurst is contributing \$2,500 and Southern Pines is contributing \$2,000. Manager Zell stated Southern Pines has let MOAA know that this is the final year they will be contributing. A motion was made by Commissioner Dannelley, seconded by Mayor Pro-tem Thomas, to contribute \$1,000 to MOAA for this year with the expectation that this will be the final year of contribution from the Town of Aberdeen. Motion unanimously carried 5-0.

4. Consideration of Contribution to Moore Alive Project for Partners in Progress.

Commissioner Dannelley stated he is in favor of a contribution of \$2,500 to the Moore Alive project for Partners in Progress as a one-time contribution. A motion was made by Commissioner Dannelley, seconded by Mayor Pro-tem Thomas, to contribute \$2,500 to the Moore Alive Project for Partners in Progress. Commissioner Mims clarified that Pinehurst has contributed \$10,000 and Southern Pines has contributed \$5,000. Motion unanimously carried 5-0.

5. Resolution of Consistency for UDO Text Amendment #14-03 with Regard to Cluster Subdivisions.

Manager Zell stated this UDO Text Amendment was approved at the previous meeting, and in order to meet the full requirements, the Board needs to consider approval of the Resolution of Consistency. A motion was made by Mayor Pro-tem Thomas, seconded by Commissioner Mims, that the Board concludes that the above described amendment is not inconsistent with the Town of Aberdeen 2030 Comprehensive Land Development Plan and is reasonable and in the public interest. Motion unanimously carried 5-0.

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

Manager Zell stated Planning Director Graham realized that notifications did not take place to all of the adjoining property owners as required. Manager Zell stated after talking with Attorney Morphis, the public hearing will need to be re-held at the Board Meeting on 5/19/14. Mayor Farrell asked Manager Zell what corrective actions have taken place so this type of staff omission does not happen again. Manager Zell stated he has asked Director Graham to create a checklist for these processes so that these types of omissions do not take place in the future. The Board asked for a reader's digest version of the former public hearing.

7. Memorandum of Understanding between the Town of Aberdeen and The Brough Law Firm.

Manager Zell stated there was not an increase in the contracted rates for The Brough Law Firm for last year, but this year, there is an increased rate of \$15 per hour for legal services. Commissioner Dannelley stated if there is a requirement for the Town Attorney to be present for the meeting, then those items should be first on the agenda. Commissioner McMurray stated if there is going to be a Closed Session she would like it to be held at 5:30 p.m., 30 minutes prior to the Board Meeting.

8. Resolution Authorizing the Advertisement for Bids for the Sale of Certain Property.

A motion was made by Mayor Pro-tem Thomas, seconded by Commissioner Mims, to approve a Resolution Authorizing the Advertisement for Bids for the Sale of Certain Property. Commissioner McMurray asked if the Board is considering holding onto the house for a period of time. Manager Zell stated because of the new 2012 Building Codes, it is really cheaper to move the house and start fresh. Commissioner Mims stated the Town does not have the money to renovate the home on the site. Mayor Farrell stated the Town has to have an education center, since it is written in the grant and a trail, pier, etc. The 1,000 linear feet of trail has to be paved, and ADA accessible. Manager Zell stated this item will be brought back to the Board for approval after bids are received. Motion unanimously carried 5-0.

9. Other Business

Mayor Farrell and Commissioner McMurray discussed the staffing issue with Harold Watts and Rickie Monroe. Mayor Farrell and Commissioner McMurray were concerned about Harold Watts being deployed for National Guard, and the potential that Rickie Monroe may retire before Harold returns, and where that would leave the Public Works Department. Manager Zell assured the Board that Rickie has no definite plans to retire, and he is planning to continue directing the Public Works Department until Harold returns. Commissioner McMurray stated the Board has not approved the creation of the Assistant Public Works Director position, and the hiring of Harold was supposed

to be a temporary solution for Harold to learn Rickie's job, and then Rickie was supposed to retire. Commissioner McMurray wanted to ensure that the Assistant Public Works Director position will not continue to be a budgeted position.

Mayor Farrell wanted to know what definitive ways is Aberdeen being spruced up for the US Opens. Mayor Farrell stated the streets need to be swept. He also asked about the planters. Commissioner Dannelley stated Director Graham told him that some trees would be replaced in the Pet Smart area and CVS area. Commissioner Goodwin stated she believes Aberdeen needs to invest in landscaping and provide more greenery, shrubbery, and landscaping. Commissioner Goodwin stated Aberdeen desperately needs beautification, but it really comes down to money. Mayor Farrell stated he wants Aberdeen spruced up before the US Opens. Commissioner Dannelley stated he would like for the Appearance and Beautification Commission to have an emergency meeting Monday evening and present efforts to the Town Board on how to get Aberdeen in position for the US Opens. Commissioner Dannelley stated he would like to see a master beautification plan for Aberdeen.

#### 10. Budget Retreat

Manager Zell reviewed the set up of the Budget Book, and how to navigate through the pages.

Mayor Farrell asked for an update on the Malcolm Blue Farm. Manager Zell stated he will communicate through email an update on the Malcolm Blue Farm once he receives it.

Manager Zell reviewed the contributions Aberdeen currently makes. Commissioner Goodwin stated the Postmaster's House is really struggling to make ends meet. Commissioner Dannelley stated he would like for the Town to receive information from the Friends of the Postmaster's House and let the Town know if an increase is needed in the contribution from the Town. Commissioner McMurray stated she will make sure the request is submitted to the Town Board before next month's meeting.

Manager Zell reviewed the increased medical insurance cost of \$35 per employee per month, which will be an annual increase of \$36,540.

Manager Zell reviewed the Water and Sewer Fund. Manager Zell stated the automated meter reading infrastructure system is not included in the budget. Manager Zell stated there is currently no debt on the Water & Sewer Fund.

Commissioner Goodwin stated she was really concerned that the Police Department is not open on evenings and weekends. She wanted to know if that coverage had been included in the budget. Commissioner Mims described his experience he has seen with Police Departments up north, and the huge cost that is associated with keeping a building open 24/7, as long as 911 is operational and available. Commissioner Mims stated he would not recommend investing the money in keeping the Police Department open 24/7, but he would rather see the money being invested in training and equipment to help the police officers out on the road. Commissioner Mims stated he is pro-police, and he believes the mobile data would be a great addition to the Aberdeen Police Department.

Commissioner Mims questioned the retirement contributions for 401k and the Local Governmental Employees Retirement System. Commissioner Mims was concerned about sustainability going forward and if the Town is going to be able to continue contributing towards benefits at the same level.

The Board questioned the automated meter reading system and wanted to know if there is any way to get it cheaper? Manager Zell stated 5-6 companies have looked at the AMR system for the Town, and it is not a cheap system but this is the best price so far.

Commissioner Mims stated he is concerned about the increases in salaries for Town employees, and he is trying to understand why there is a 2% cost of living increase, yet the salaries are increased at a higher level when he crunches the numbers in the budget. Manager Zell explained that a 2% cost of living was given this past January, which was only half of the year which could have impacted how the numbers are coming out in the end. Manager Zell stated he will need to discuss this further with Commissioner Mims to determine why he is coming up with different percentages than what Manager Zell calculated.

Commissioner Dannelley stated he was hoping to get the strategy from the Manager on why certain budgets were less than requested, based on needs of the Town. Commissioner Dannelley stated he understands this is a lean

budget, yet supports the needs of the Town. Commissioner Dannelley stated he wants to understand how this budget will move the Town forward and meet the needs of the citizens. Manager Zell stated there are certain services mandated by the State, and we are required to do as part of our operation. Manager Zell stated extra monies are allotted to those required services of the Town. Manager Zell stated Parks & Recreation is a luxury department, and when dollars are tight, then the money needs to be placed in an area where it creates the most bang for the buck. Manager Zell stated revenues are estimated and then historical data is used to determine what funds are needed for each line item.

Mayor Pro-tem Thomas stated he does not see a lot of fat in the budget, and he does not think you can cut but so much. The Board took a brief intercession for lunch.

After lunch, Commissioner Mims discussed the salaries again, and was concerned that the Town cannot sustain the salaries and benefits that the Town employees are currently receiving.

Commissioner Goodwin referred to the Appearance and Beautification budget in the Planning Department – she pointed out that part of the budget is earmarked for Main Street development, which takes away from appearance and beautification.

Commissioner Dannelley asked Manager Zell to give a brief summary by department. Manager Zell stated the only major change for Administration was the decrease for unemployment insurance.

Governing Body – Manager Zell stated it is not an election year, so we don't have to budget the \$7,500 for an election.

Finance – no major change.

Buildings & Grounds – Commissioner Dannelley asked about the capital outlay expense for the Recreation Station. Manager Zell stated the request was for a portable dance floor, and it was not funded.

Police – no major change, just consolidation of all 3 police budgets into one for simplification.

New police station – Manager Zell stated a project fund would need to be considered for the process, and the first step would be to hire an architect. Commissioner Dannelley asked if a timeline has been established for the construction process for the new Police Department. Manager Zell stated it would be up to the Board to make that decision on how quickly to proceed. Finance Officer Wentland explained how the project fund would work for this project. Manager Zell stated once the Board hires an architect to design the Police Department, then a cost can be estimated for the project. Commissioner Dannelley drew a chart on the whiteboard to express what kind of timeline he would like to see for this project. Commissioner Dannelley and Commissioner Mims stated they will meet with Chief Wenzel at 1:30 p.m. on this upcoming Friday, and develop some type of milestone strategies for the project.

Sanitation – Manager Zell stated the landfill will begin charging for limbs and debris which will cost the Town additional money this upcoming year.

Debt service – Manager Zell stated a lot of financing took place this year, with most of the financings lasting for 3 years. Commissioner Dannelley asked when the Town decides that there is no more financing to be done. Finance Officer Wentland stated she went on the Finance Listserve and sent out an inquiry to get some feedback, and she stated a popular guideline used is that as long as a Town's annual debts payment totals under 10% of their general fund balance expenditures. Finance Officer Wentland stated we are in very good shape using that guideline.

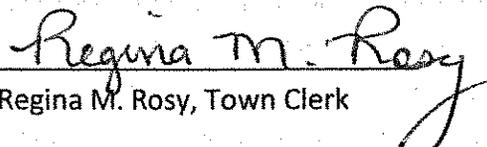
Water & Sewer Fund – Manager Zell stated Tank 2 will be completed in July. Manager Zell stated 2 antenna lease rentals will not be renewed this upcoming year. Mayor Farrell brought up the tank that needs to be removed because of life and safety concerns. Commissioner Dannelley and Commissioner Mims were concerned about outstanding projects that are going to need attention and resources in the future – they want to make sure they are kept informed of outstanding issues. Commissioner Mims stated he is going to start an action item list.

Commissioner Goodwin stated there is no way she can get together the Appearance and Beautification Commission and a plan by the Board Meeting

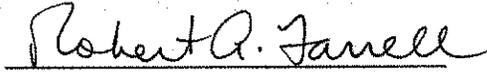
Monday evening. She stated she will work on it very hard in the next 3-5 days, but Monday night is not reasonable.

11. Adjournment.

A motion was made by Commissioner Dannelley, seconded by Mayor Protem Thomas, to adjourn the meeting. Motion unanimously carried.

  
Regina M. Rosy, Town Clerk

Minutes were completed in  
Draft form on May 17, 2014

  
Robert A. Farrell, Mayor

Minutes were approved  
on June 16, 2014