

**Minutes
Work Session**

Aberdeen Town Board

November 3, 2014
Monday, 6:00 p.m.

**Robert N. Page Municipal Building
Aberdeen, North Carolina**

The Aberdeen Town Board met Monday, November 3, 2014 at 6:00 p.m. for the Work Session. Members present were Mayor Robert A. Farrell, Mayor Pro-tem Jim Thomas, and Commissioners Pat Ann McMurray, Joe Dannelley, Buck Mims, and Elease Goodwin. Staff members in attendance were Police Chief Tim Wenzel, Deputy Chief Carl Colasacco, Planning Director Pam Graham, Town Manager Bill Zell, and Town Clerk Regina Rosy. Barbara Allred, Kenneth Byrd, Richard Gergle, Reporter for the Pilot Ted Natt, Landon Weaver, and Scott Brown were also in attendance for the meeting.

Mayor Farrell called the meeting to order at 6:05 p.m.

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

Planning Director Graham stated a public hearing has been held on this item previously, and new information has since been provided, therefore a new public hearing is requested for consideration. Commissioner Dannelley asked what the expectation is that will be different about this additional public hearing on this topic. Director Graham stated the text amendment itself has undergone changes, and those changes will be reviewed during the public hearing. Director Graham stated folks will be in attendance that can answer questions from the public and the Town Board. Commissioner Dannelley asked Chief Wenzel if Police staff will be in attendance at the public hearing to answer questions if necessary. Chief Wenzel stated yes, he will be in attendance, along with Deputy Chief Carl Colasacco. Commissioner Mims was concerned about the possibility that employees in a firearms range could be exposed to high levels of lead, while working at a firearms range on a regular basis. Director Graham stated she would recommend that professionals handle that concern, and she would also recommend that the Town use the opportunity to add conditions during the Conditional Use Permit process, so that this safety issue can be addressed at that time. Agenda Item scheduled for Public Hearing on 11/17/2014.

2. **UDO Text Amendment #14-06 to Require Vegetated Strips Between Curb & Sidewalks.**

Mayor Farrell asked if staff initiated this text amendment, and Director Graham stated yes. Commissioner Dannelley questioned if the 2 feet of vegetated strips between the curb and sidewalks makes a significant difference, and if so, how?

Mayor Farrell stated his understanding is that the 2 feet of vegetated strips is a safety feature, to allow additional space between pedestrians and traffic. **Agenda Item scheduled for Public Hearing on 11/17/2014.**

3. **Release of Surety for Sidewalks for Shepherd's Ridge, Phases 3 and 4.**

Director Graham stated in the past, the practice has been for the developers to build sidewalks as they build the houses in developments. Director Graham stated the project is now complete, and all sidewalks have been installed. A motion was made by Mayor Pro-tem Thomas, seconded by Commissioner Mims, to approve the Release of Surety for Sidewalks for Shepherd's Ridge, Phases 3 and 4. Motion unanimously carried 5-0.

4. **Conditional Use Permit #14-05 submitted by Bill Clark Homes for a 94 lot subdivision west of Shepherd's Trail.**

Director Graham stated this item will go to Public Hearing on 11/17/2014 and all information should be presented at that time, since this is a quasi-judicial public hearing. **Agenda Item scheduled for Public Hearing on 11/17/2014.**

5. **Notification on non-substantive corrections to the UDO.**

Director Graham stated staff has made corrections to the UDO of non-substantive errors. Director Graham stated UDO Article XX directs that the Land Use Administrator may correct typographical errors, numerical reference errors, spelling errors and errors in section or page numbering and may make other non-substantive editorial changes to the text of the UDO without formal adoption by the Board of Commissioners, provided the changes necessary to correct such errors do not change the meaning of the ordinance. Director Graham stated a motion is not necessary for this item, but rather just needs to be brought to the Board's attention. Director Graham stated the correction is for UDO Section 152-180, Section A – referenced subsection 152-189 (C) needs to be replaced with 152-180 (C).

6. **Consideration of Phase 2 of the Master Sign Plan.**

Director Graham stated staff has prepared a draft of a Phase 2 for the Master Sign Plan, location for the signs, and prices associated with the signs. Mayor Farrell stated he has never received as many compliments about any project the Town has worked on, as he has for the Master Sign Plan, Phase 1 signs. Director Graham stated she would expect that tonight's conversation would just be the beginning of a conversation about Phase II. Mayor Pro-tem Thomas discussed the possibility of splitting Phase II so that we could do half of the project this fiscal year, and the remaining half next fiscal year. Commissioner Mims asked how much money is allocated in the budget this year for this project. Director Graham stated no dollars are budgeted for the Master Sign Plan, and it would have to be a deduction from Fund Balance if the project moves forward this fiscal year. Manager Zell stated he would prefer to see a project such as this be tied to a budget cycle and perhaps be planned for in the upcoming budget year. Commissioner Dannelley stated he would prefer to see the Parks & Recreation sign be installed first, before beginning on Phase II of the Master Sign Plan.

7. Mission Critical Partners, Inc. Price Quote for consulting/architectural support for Police Station.

Commissioner Mims stated he requested this item be added to the agenda. Commissioner Mims stated he asked for this item to be added to the agenda, not for consideration of approval, but perhaps to request Mission Critical Partners, Inc. conduct a presentation of what they can offer to the Town of Aberdeen. Mayor Farrell asked if an item such as this would have to be bid out, since the quote is for \$25,000. Manager Zell stated service contracts do not have to be bid out. Commissioner Dannelley stated he is most concerned about the value this would add to Aberdeen's project – and he thinks a presentation is worthwhile. Commissioner Dannelley stated he would also hope the architect would be in attendance for the presentation too. Mayor Farrell asked if a consultant was used for the Rick Rhyne Safety Center – Manager Zell stated he will find out. Mayor Farrell pointed out that several change orders took place with the Rick Rhyne Safety Center and he would be curious to see if a consultant was used or not. Commissioner Mims made a phone call and determined Ware Bonsall was the architect for the Rick Rhyne Safety Center, and a consultant was not utilized for the design of the project. The Board agreed to schedule a presentation with Mission Critical Partners, Inc. for the Work Session on 12/1/14 at 6:00 p.m. Agenda Item scheduled for Work Session on 12/1/2014.

