

**Minutes**  
**Work Session**  
**Aberdeen Town Board**  
January 12, 2015  
Monday, 6:00 p.m.  
Robert N. Page Municipal Building  
Aberdeen, North Carolina

The Aberdeen Town Board met Monday, January 12, 2015 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 Elise Goodwin. Staff members in attendance were Planning Director Pam Graham, Town Manager Bill Zell, Police Chief Tim Wenzel, Finance Officer Beth Wentland, Planner Daniel Martin, Planner Jae Kim, and Town Clerk Regina Rosy. Reporter for the Pilot Ted Natt, Tim Marcham, Kenneth Byrd, Barbara Allred, Scott Brewer, Kim Chrisco, Sid McConahy, and Geoff Potter were also in attendance for the meeting.

Mayor Farrell called the meeting to order at 6:00 p.m. Mayor Farrell stated Items #4 and #6 have been removed from the agenda this evening.

**1. Audit Presentation by Dixon Hughes Goodman.**

Finance Officer Beth Wentland introduced Scott Brewer and Kim Chrisco from Dixon Hughes Goodman. Scott Brewer reviewed the annual financial report with the Board members. Mr. Brewer stated there were no new accounting policies adopted during 2014. Mr. Brewer reviewed each of the headings in the financial report. Mr. Brewer stated the total net position for 2014 was \$16,132,570. Mr. Brewer stated the change in net position during 2014 was a \$347,234 positive improvement. Mr. Brewer stated for the Water/Sewer Fund – there was a total net position of \$9.5 million at the end of FY 2014. Mr. Brewer stated no deficiencies were identified during the audit in internal controls that they consider to be material weaknesses. Mr. Brewer stated in 2013, there was a deficit for a grant project. The project was stalled and became active again near year end of 2014. As a result, the transfer was not made at year end, however, it will be made prior to June 30, 2015. Mr. Brewer asked for any questions from the Board members. Kim Chrisco thanked Town staff for all of their hard work on the audit.

**2. Mission Critical Partners Presentation.**

Commissioner Mims introduced Sid McConahy, with Mission Critical Partners. Commissioner Mims explained his interest in having Mr. McConahy come out

tonight to do a presentation for the Town Board and the possibility of using the services of Mission Critical Partners to assist with the Police Department project. Mr. McConahy stated Mission Critical Partners specializes in assisting with design for public safety facilities. Mr. McConahy stated there are 80 employees in his firm, spread out across the country, with several projects in NC. Mr. McConahy stated his firm has been successful in negotiating with architects to a fixed fee price, versus, a % price of project. Mr. McConahy stated there is a lot of focus on technology and safety in public safety facilities. Mr. McConahy stated his company brings several learned experiences with them, and they work with the architect to reduce change orders in projects. Mr. McConahy stated change orders become much more costly after construction begins. Mr. McConahy gave an example of a 10,000 square foot building in Burke County that his firm worked on, with only 13 change orders for that facility. Mr. McConahy asked for questions from the Board. Mayor Farrell asked Mr. McConahy if engineers are on staff for the firm. Mr. McConahy stated no, they work with architect partners, but have no engineers on staff. Mr. McConahy stated his firm meets with the architect regularly to ensure all requirements are being met.

Manager Zell stated the plan is once the contract with the architect is secured, for the Police Chief, architect, and several others to visit multiple police stations to view what has worked, not worked, etc. Manager Zell asked Mr. McConahy if his company would be involved with that part of the process too. Mr. McConahy stated his firm could very well participate in that portion of the project. Commissioner Mims asked Mr. McConahy to explain how pricing for the services works. Mr. McConahy stated pricing depends on which point his firm enters the project. Mayor Farrell asked Mr. McConahy for a list of references of other projects he has successfully completed. Mr. McConahy stated he would be glad to provide a list of references.

Chief Wenzel asked if Mr. McConahy has a list of vendors they work with. Mr. McConahy stated there are multiple vendors they work with on projects. Mayor Farrell asked if he has staff in Aberdeen that would work on this project, or would this project be managed from afar. Mr. McConahy stated he would assist the project from afar, but staff located in NC would primarily work on this project. Chief Wenzel asked what the \$25,000 would cover. Mr. McConahy stated the \$25,000 would cover services to the point of the drawings being released for bid for the project, and historically that is where his firm stops with their services. Commissioner Dannelley asked how the \$25,000 is calculated. Mr. McConahy stated the \$25,000 is for a

block of hours for a fee not to exceed \$25,000. Commissioner Dannelley asked Mr. McConahy for a recent comparable project for a population size of Aberdeen which is around 7,000. Mr. McConahy stated honestly the majority of his clients are county based, and he does not have a specific municipality to give as a project. Mr. McConahy stated typically his firm works with large scope projects with much more complex systems.

Commissioner Mims stated he sees this as an insurance policy to provide an extra set of eyes for the project, so that all needs for Aberdeen's Police Department are met. Commissioner Dannelley asked if the contract has moved forward too far to involve Mission Critical Partners at this point. Manager Zell stated the contract has not been approved, therefore there is still an opportunity to involve Mission Critical Partners.

Mayor Farrell asked Mr. McConahy to provide references to the Town Manager.

### 3. Friends of the Aberdeen Library Update.

Kenneth Byrd stated there are 2 quick updates for the Board. First, the Friends of the Aberdeen Library is officially recognized by the IRS as a 501(c)3 nonprofit organization. Mr. Byrd stated a property has been focused in on, and they believe it is the proper site to consider for the new library. Mr. Byrd stated the request is for the Town to consider partnering on the purchase of the property, and a family is willing to offer a great price on a piece of land as their legacy to Aberdeen. Mr. Byrd stated if the Town is not interested in pursuing a partnership, then the Friends of the Aberdeen Library will pursue independently. Mayor Farrell asked if Mr. Byrd plans to make public the location of the property. Mr. Byrd stated the property is located at 105 N. Pine Street, and the Styers have offered a special price to the Friends of the Aberdeen Library for the property. Mr. Byrd stated the property is 0.79 acres, and the adjacent piece that the Town owns is 0.44 acres, which could potentially create an L shape for the library property. Mr. Byrd stated the committee is looking at a 10,000 – 12,000 square ft. library that would serve the Town for years to come. Mr. Byrd stated the architect, the Andersons, have reviewed the plan for the library.

Commissioner Mims stated there had been discussion about opening up the Town Hall as a potential library. Barbara Allred stated there is not enough parking at

the Town Hall. Commissioner Mims asked what kind of parking capacity is needed. Mr. Byrd stated the request is for afterschool programs for kids, summer programs for kids, reading language for adults, English as a second language, etc. Most libraries in the County do not have capacity for these types of programs. Mr. Byrd stated technology would also be a large focus. Mr. Byrd stated a lot of research was conducted to determine the square ft. needed for the library, and a formula was used to come up with the 10,000 – 12,00 square ft. range. Mayor Farrell asked if Mr. Byrd wants to disclose a price for the Styers property. Commissioner Dannelley stated before price is discussed, he thinks the Board members need to visit the site, and see if they like the property and think it will work. Commissioner Dannelley stated first instinct when he visited the site, he was not thinking it was the best fit for the location. Ms. Allred stated there is a big focus on bringing traffic to the downtown area, so she is thinking it would be a great location to bring people to downtown Aberdeen.

Commissioner Mims stated he is concerned if there would be enough space for the parking and facility on such a small lot. Mr. Byrd stated the current drawing of the site includes the 10,000 square ft. facility, 61 parking spaces, and provides a thoroughfare for buses, and meets setbacks. Commissioner Dannelley stated this property is in the historic district and there would be requirements for that as well.

Mayor Pro-tem Thomas stated the Board needs some time to look at the site. And also to get the blessing from the Historic Preservation Commission, since the property is in the historic district. Mayor Pro-tem Thomas recommended waiting to discuss further at the Board Meeting on 1/26/14. Commissioner Mims stated he would want to see a list of obstacles for the project before considering this item again. Mayor Farrell stated he would suggest discussing this item again at a Work Session instead, after all Board members have visited the site, and a list of obstacles has been created. Mayor Farrell thanked Mr. Byrd and Ms. Allred so much for their efforts.

**4. Aberdeen Lake Park Sign.**

**Removed from agenda**

**5. Helping a Hero Program – Request by McKee Homes to waive permit fees.**

Geoff Potter, with McKee Homes, is partnering with Helping a Hero, to build

a specialized home for a veteran in Legacy Lakes. Jonathan Rivenbark joined the army in 2009 and was injured in 2012 and lost the use of his legs and one arm. He is confined to a wheelchair. Mr. Potter stated McKee Homes has helped build a couple of other homes for wounded veterans as well. Mr. Potter stated McKee Homes is proposing to build a home of 2,400 square feet in Legacy Lakes, and the sales price is \$275,000, and they are planning to leave the veteran with a mortgage of less than \$50,000. Helping a Hero has completed more than 100 homes for wounded veterans. Mr. Potter stated he is requesting that the Town participate in this project by waiving the permit fees for the project, which are estimated to be \$1,370.28. Mr. Potter stated the anticipated ground breaking is scheduled for January 26, 2015. Director Graham stated this request is strictly for building permit fees. Director Graham stated there was one precedent set for this type of project, which was for a home built on Devonshire Trail for a military family as well. A motion was made by Commissioner Mims, seconded by Commissioner McMurray, to waive the permit fees for this project in the amount of \$1,370.28. Motion unanimously carried 5-0.

**6. Consideration of Speed Limit Change on NC 5.**

- a. Certification of Municipal Declaration to Repeal the existing 45 MPH zone.
- b. Certification of Municipal Declaration to Enact a new 45 MPH zone which will combine the old 45 MPH zone and the 55 MPH zone into one continuous 45 MPH zone.

Removed from agenda

**7. Closeout Public Hearing for the 2011 Small Business and Entrepreneurial Assistance Program.**

Planner Martin stated the purpose of this item is to schedule a closeout public hearing for the 2011 Small Business and Entrepreneurial Assistance Program. The Town received \$225,000 to assist Davenport's Galaxy and Blue's Crossing Barbershop with purchase of equipment in return for 9 full-time jobs. Also, 16 small business seminars were held in partnership with the Sandhills Community College's Small Business Center as a part of the grant, and were provided at no charge to those who attended. Planner Martin stated this closeout public hearing is a requirement for the CDBG program. Mayor Farrell asked if all the required jobs were created. Planner Martin stated he is still in the process of obtaining payroll reports from both businesses to confirm the job creation. Planner Martin stated

\$27.05 is being de-obligated for the project. Agenda Item scheduled for Public Hearing on 1/26/15.

8. Continuation of Public Hearing for Conditional Use Permit #14-05 Submitted by Bill Clark Homes.

Planning Director Graham stated this is just another formality. The public hearing has already been continued to 1/26/15. Agenda Item scheduled for Public Hearing for 1/26/15.

9. Conditional Use Permit #14-07 for a Night Club in the Highway Commercial District.

Director Graham stated this item has already been to the Planning Board for consideration and is ready for a public hearing. Commissioner Dannelley asked if an evaluation will be conducted by the Police Department prior to the public hearing. Director Graham stated an evaluation by the Police Department will not be completed prior to the public hearing, but the Planning Board has added the Police Department evaluation as a condition for the Conditional Use Permit if it is approved. Mayor Farrell stated he would not want to approve anything, until the Police Department has weighed in on the project. Agenda Item scheduled for Public Hearing for 1/26/15.

10. Other Business.

Commissioner McMurray stated citizens have suggested to her that businesses on the east side of the railroad tracks should be considered for Christmas decorations. Commissioner McMurray stated Main and South Streets are her concern, up to Pine Street. Manager Zell stated he will look into that and see what the costs would be.

Commissioner Mims stated several residents have contacted him regarding speeding in the Glen Laurel Subdivision. A cat was just run over and killed. Commissioner Mims stated he has been asked what can be done to control the speed. Commissioner Mims stated the HOA of Glen Laurel has also agreed to help out with the cost of a speed sign if needed. Manager Zell stated he will check with the Police Chief.

11. Closed Session pursuant to N.C.G.S. 143-318.11 (a)(4) to discuss matters relating to the location or expansion of industries or other businesses in the area served by the

public body, including agreement on a tentative list of economic development incentives that may be offered by the public body in negotiations.

A motion was made by Commissioner Mims, seconded by Commissioner McMurray, to go into Closed Session pursuant to N.C.G.S. 143-318.11 (a)(4) to discuss matters relating to the location or expansion of industries or other businesses in the area served by the public body, including agreement on a tentative list of economic development incentives that may be offered by the public body in negotiations. Motion unanimously carried 5-0.

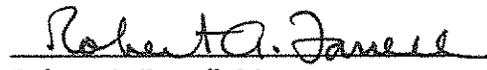
The Board returned from Closed Session. A motion was made by Commissioner Mims, seconded by Commissioner Goodwin, to go into open session. Motion unanimously carried 5-0.

12. Adjournment.

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

  
Regina M. Rosy, Town Clerk

Minutes were completed in  
Draft form on January 12, 2015

  
Robert A. Farrell, Mayor

Minutes were approved  
on January 26, 2015

minutes were completed in  
State form on January 13, 2012

minutes were approved  
on January 15, 2012

  
Robert A. Farrel, Mayor

  
Regina M. New, Town Clerk

minutes were approved  
on January 15, 2012

minutes were completed in  
State form on January 13, 2012

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