

Minutes  
Regular Board Meeting  
Aberdeen Town Board

January 26, 2015  
Monday, 6:00 p.m.

Robert N. Page Municipal Building  
Aberdeen, North Carolina

The Aberdeen Town Board met Monday, January 26, 2015 at 6:00 p.m. for the Regular Board Meeting. Members present were Mayor Robert A. Farrell, Mayor Pro-tem Jim Thomas, and Commissioners Joe Dannelley, Pat Ann McMurray, and Elease Goodwin. Commissioner Buck Mims was not in attendance for the meeting. Staff members in attendance were Planning Director Pam Graham, Planner Daniel Martin, Planner Jae Kim, Town Manager Bill Zell, and Town Clerk Regina Rosy. Attorney T.C. Morphis, Kenneth Byrd, Barbara Alfred, Scott Brown, Landon Weaver, Heather Reif, Tim Marcham, and Reporter for The Pilot Ted Natt were also in attendance for the meeting.

Mayor Farrell called the meeting to order at 6:00 p.m.

1. Call to Order

a. Pledge of Allegiance.

Mayor Farrell asked everyone to please stand for the Pledge of Allegiance.

2. Setting of the Agenda

A motion was made by Mayor Pro-tem Thomas, seconded by Commissioner Goodwin, to approve the setting of the agenda as presented. Motion unanimously carried 4-0.

3. Consent Agenda

All items listed below are considered routine or have been discussed at length in previous meetings and will be enacted by one motion. No separate discussion will be held except on request by a member of the Board of Commissioners.

a. Minutes of Board Meeting on December 15, 2014, Special Called Meeting on January 2, 2015, Closed Session on January 2, 2015, Work Session on January 12, 2015, and Closed Session on January 12, 2015.

A motion was made by Mayor Pro-tem Thomas, seconded by Commissioner Dannelley, to approve the consent agenda as presented. Motion unanimously carried 4-0.

4. Informal Discussion and Public Comment

a. Helping a Hero Program Groundbreaking Ceremony.

Kenneth Byrd stated a wounded veteran will be occupying a new home being built in Legacy Lakes by McKee Homes and local builders and suppliers. Mr. Byrd stated the groundbreaking ceremony was held this afternoon at 1:00 p.m. and there was a wonderful turnout. Mayor Farrell thanked the service men and women for their service to our country.

5. Financial Report

Manager Zell stated thru the end of December, the General Fund ended up at \$433,528.61. Manager Zell stated the sales tax continues to be ahead of last year's numbers. Manager Zell stated thru the end of December, the Water & Sewer Fund ended up at -\$106,024.77 due to December being a non-billing month and revenues were minimal.

6. Old Business

None

7. Public Hearings and New Business

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

Mayor Farrell opened the Continuation of the Public Hearing for Conditional Use Permit #14-05 submitted by Bill Clark Homes.

Director Graham stated this public hearing is a continuation from a public hearing held on November 17, 2014. Town Clerk Regina Rosy swore in Pam Graham, Landon Weaver, Scott Brown, and Heather Reif.

Director Graham stated Bill Clark Homes requests a conditional use permit for a 94 lot single family subdivision on two adjoining parcels comprising of a total of 42.39 acres. The parcels are located at the intersection of Roseland Road and Shepherd's Trail. Director Graham stated

the public hearing was continued so that the Board might consider draft Findings of Fact and for staff review of a revised plan submitted by the applicant in December. Director Graham displayed the vicinity map that shows the parcels for this proposal. Director Graham displayed a zoning map that shows R10-10 zoning for the property.

Director Graham displayed a proposed lot layout that was presented by Bill Clark Homes in October 2014. Director Graham then presented the updated lot layout that Bill Clark Homes has recently presented, which included the relocation of 6 of the building lots to the open space area, and creating open space in the lower portion of the development, since that is a natural drainage way.

Director Graham reviewed the quasi-judicial procedures. Director Graham stated the Board may deny the permit if it concludes, based upon the information submitted, that if completed as proposed, the development more probably than not:

- Will endanger public health or safety; or
- Will substantially injure the value of adjoining property; or
- Will not be in harmony with the area in which it is to be located; or
- Does not generally conform with plans adopted by the Town Board.

Director Graham stated the Board must consider the following in their deliberations and may not approve the application if they determine that:

- The application is not complete; or
- The application does not comply with one or more requirements of the UDO.

Director Graham stated staff's review of the October 2014 plan resulted in a recommendation of denial based on the plan's non-compliance with five provisions of the UDO. After review of the revised plan and supporting documents submitted in December, staff finds the following:

- (1) Section 152-261: To the extent practicable, all development shall conform to the natural contours of the land, and natural and pre-existing drainage ways shall remain undisturbed. The revised plan has removed six lots from the most significant drainage way, but still creates extensive disturbance in the building lots in the head-slope of the drainage way and with the proposed roadway. The development proposal does not conform to the natural contours and significantly

disturbs the natural drainage way and is noncompliant with Section 152-261.

- (2) Section 152-265(A): To the extent practicable, lot boundaries shall be made to coincide with natural and pre-existing man-made drainage ways within subdivisions to avoid the creation of lots that can be built only by altering such drainage ways. It is staff's determination that lot boundaries have been drawn without respect to the natural drainage ways within the proposed subdivision, and that the revised plan is inadequate to bring the proposal into compliance with Section 152-265(A).
- (3) Section 152-215: Streets shall be related appropriately to the topography of the area. In particular, streets shall be designed to facilitate the drainage and storm water runoff objectives set forth in Article XVI, "Floodways, Floodplains, Drainage and Erosion", and the street grades shall conform as closely as practicable to the original topography. It is staff's determination that streets have been drawn without respect to the topography and do not meet the intent of Section 152-218.
- (4) Section 152-218(A): Sub-collector, local and minor residential streets shall be curved whenever practicable to the extent necessary to avoid conformity of lot appearance. While recognizing the constraints that the perimeter boundaries and configuration of the parcels impose on the project, the capability of creating street curvature and variation in lot appearance does exist. It is staff's determination that the proposed street layout conforms to the perimeter boundary alone, and the avoidance of conformity of lot appearance is absent in the vast majority of the proposal.
- (5) Section 152-317: Every development shall retain all existing trees twelve inches in diameter or more and no tree twelve inches in diameter or greater shall be removed from the public right-of-way unless the retention of such trees would, in the opinion of staff, unreasonably burden the development, landowner or maintenance of utilities. Director Graham displayed a map of anticipated tree loss due to road construction based on the current layout, which would be a minimum of 34 trees. Director Graham stated the findings and policy statements to support Aberdeen's Tree Conservation Ordinance states in part: "The Board of Commissioners declares that it is not only desirable but essential to the health, safety, and welfare of all persons

living or working within the Town's planning jurisdiction to protect certain existing trees and to require the planting of new trees in certain types of development." Director Graham stated Appendix A of the UDO provides a list of items required for development site plan submittal, two of which are existing topography on the property and the locations and types of all trees twelve inches in diameter.

Director Graham stated the purpose of requiring these submittal items is twofold:

- To allow the applicant to gather information necessary to make informed design decisions to accommodate UDO requirements; and
- To provide staff and the Board with the necessary data to assess these design decisions and determine if the design complies with the UDO. The retention of all trees on the property proposed for development is unreasonable, however, staff has determined that the development on the property in a manner that complies with the Tree Conservation Ordinance is achievable, but has not been exhibited in the current proposal.

Based on these findings, staff recommends denial of CU# 14-05 due to noncompliance with the following sections of the UDO:

- 152-261
- 152-265(A)
- 152-215
- 152-218(A)
- 152-317

Scott Brown, on behalf of the applicant, engineer for the project, stated he is familiar with Aberdeen's UDO and tree ordinance. Mr. Brown stated he feels that they have complied with the UDO and tree ordinance to the extent practical. Mr. Brown stated everybody's definition of maximum use is different. Mr. Brown stated this property has been vacant for years, and was previously an old golf course. Mr. Brown stated it is expensive to move dirt, and mass grading is never the intention for developers. Mr. Brown stated in the resubmittal, the only area where a lot of dirt will be moved is leveling out where the t-boxes were located on the golf course. Mr. Brown stated as many trees as practical will be saved, since the trees make the properties more marketable. Mr. Brown stated only trees will be removed that are needed for infrastructure. Mr. Brown stated the relocation of the six lots into the open space area, will provide an area for natural drainage to take place. Mr. Brown stated he feels like they have complied with the UDO, with the changes proposed. Mr. Brown stated he feels the

roads follow the natural contours of the land. Mr. Brown stated the applicant is certainly interested in moving forward with the project.

Commissioner Dannelley stated it appears there is a collision of the developer needing to develop 94 lots, and the Town needing them to comply with the 5 UDO sections. Commissioner Dannelley asked what the applicant brought forward in the resubmittal that changed any of the noncompliance with the 5 UDO sections. Mr. Brown stated he feels they did try to match the roads with the natural contours of the land as much as possible, but it was not practical in every area. Commissioner Dannelley asked what has changed between the first public hearing and the continuation tonight in the plan. Mr. Brown stated they are now proposing to move a lot less dirt, and save as many trees as possible on every lot, and they will keep a natural buffer along the perimeter of the property. Mr. Brown stated most of the UDO sections being referred to are all inter-related. Landon Weaver stated they are trying to fill a void in the area, and continue what H&H has started in the area. Mr. Weaver stated he wants to build responsibly and provide value to the customers and to the Town. Mr. Weaver stated there is only so much that can be done with this property. Mr. Weaver stated they have done everything they can with this piece of property to make it work.

Mayor Pro-tem Thomas stated the UDO is a guideline for builders, but also a guide for the Town Board. Mayor Pro-tem Thomas stated the UDO helps a community decide what it is they would like to have and how they would like to see land develop. Mayor Pro-tem Thomas stated the UDO can help a builder come up with a plan to help the development flow with the UDO. Mayor Pro-tem Thomas stated the plan put together seems to have not adapted to our UDO in the way it needed to. Mr. Weaver stated they tried different scenarios but the problem is the property is so long and narrow, and putting curves in the roads is just not practical. Mr. Weaver stated when trying to put curves in, it also didn't meet the NCDOT requirements.

Mayor Farrell stated he invites Bill Clark Homes to build homes in Aberdeen, but he doesn't see much difference between what was presented the first time, and what was presented tonight. Mayor Farrell stated the UDO does not match the proposed plan. Mayor Farrell stated when builders come to Town, Aberdeen wants builders to appreciate the UDO and the work that was put into it. Mr. Weaver thanked the Board for their time and consideration, and he understands the Board has to do what is best for the Town.

Director Graham stated the language for practicable and practical are two different words. Practical means useful or matter of fact. Practicable means feasible or possible, or capable of being put into practice. Director Graham stated practicable means "can it be done or not?"

Heather Reif, with Bill Clark Homes, stated this property faces the other development, so it is going to be difficult to sell nicer homes that are facing different price point homes. She stated there will be nice walking trails, and a large pond that would be a wonderful amenity for the families to enjoy. She distributed potential grading areas and photos of each. Ms. Reif stated each lot would be dealt with, and some of the lots may need crawl spaces instead of slabs, to go with the contours of the land. Ms. Reif stated as much curvature as possible was provided because that's what the buyer wants.

Commissioner Dannelley asked Ms. Reif if she had the opportunity to share all of that information with Town staff. She stated yes, she met with Manager Zell and Director Graham. Director Graham stated the information shared by Ms. Reif was included in the Board agenda packets for their review. Mr. Weaver stated they did not receive the new findings from Town Staff until this past Friday.

With no further discussion, Mayor Farrell closed the Public Hearing for Conditional Use Permit #14-05 submitted by Bill Clark Homes.

- b. Consider action on Conditional Use Permit #14-05 submitted by Bill Clark Homes.

Mayor Pro-tem Thomas stated he feels like this item needs to be considered for action tonight, since it has been drug out for 2-3 months already. Mayor Pro-tem Thomas thanked the applicant for all of the hard work that went into this project, but 5 sections of the UDO are not complied with.

A motion was made by Mayor Pro-tem Thomas, seconded by Commissioner Dannelley, that CU #14-05 is complete as submitted. Motion unanimously carried 4-0.

A motion was made by Mayor Pro-tem Thomas, seconded by Commissioner McMurray, that CU #14-05, if completed as proposed, will not comply with one or more requirements of the UDO, including the 5 UDO

sections 152-261, 152-265(A), 152-215, 152-218(A), and 152-317. Motion unanimously carried 4-0.

A motion was made by Mayor Pro-tem Thomas, seconded by Commissioner Dannelley, that CU #14-05 will not endanger public health or safety. Motion unanimously carried 4-0.

A motion was made by Mayor Pro-tem Thomas, seconded by Commissioner Dannelley, that CU #14-05 will not substantially injure the value of adjoining or abutting property. Motion unanimously carried 4-0.

A motion was made by Mayor Pro-tem Thomas, seconded by Commissioner Goodwin, that CU #14-05 satisfies Finding #3 and will be in harmony with the area in which it is located. Motion unanimously carried 4-0.

Mayor Pro-tem Thomas asked if the Land Use Plan is part of the UDO. Director Graham stated the Land Use Plan is separate from the UDO, and technically the CUP is not in conformance with the Land Use Plan. A motion was made by Mayor Pro-tem Thomas, seconded by Commissioner Dannelley, that CU #14-05 does not satisfy Finding #4 and will not be in general conformity with the Land Use Plan or other plans specifically adopted by the Board. Motion unanimously carried 4-0.

A motion was made by Mayor Pro-tem Thomas, seconded by Commissioner McMurray, that based on the Findings of Fact and the evidence presented, the Board of Commissioners, issues denial of CU #14-05 based on the 5 sections of the UDO that are not complied with. Motion unanimously carried 4-0.

- c. Closeout Public Hearing for the 2011 Small Business and Entrepreneurial Assistance Program – CANCELLED.

Planner Martin stated this public hearing has been cancelled due to some new information that has been presented and will be discussed further later on during the agenda.

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

Mayor Farrell opened the Public Hearing for Conditional Use Permit #14-07 for a Night Club in the Highway Commercial District.

Town Clerk Regina Rosy swore in Director Graham and Marbella Zarco.

Director Graham stated the request is to permit a nightclub at Sandhills Shopping Center on NC Highway 5. The applicant is Marbella Zarco. The property is owned by Twenty-two Hundred One and is home to a range of retail establishments including Food Lion, Sandhills Bowling Center, Vito's Restaurant, and Subway. Subway and Lori's Golf Shop are located on either side of the proposed building (there is a +/- 20' wide separation between the building and Subway). Party Poopers was the last tenant in the space but vacated following the death of the business owner in September 2013.

Director Graham displayed an image of the location, which is in the old Party Poopers building. Director Graham displayed an aerial image of the property. Director Graham stated the shopping center is located in the Highway Commercial zoning district, established primarily for those businesses that serve the traveling public, require large areas for display of goods and are not oriented to the pedestrian shopper. Director Graham stated because this district is generally located adjacent to main thoroughfares where it is subject to public view, uses within the district should provide an appropriate appearance, ample parking, suitable landscaping, and safe pedestrian access and connectivity. Director Graham stated nightclubs and some other types of bars are permitted in the HC district with a Conditional Use Permit.

Director Graham stated vicinity zoning is mostly HC, with the exception of a manufactured home zoned property off of the southwest corner across Ampersand Road. Director Graham stated the nearest residence is located approximately 435 linear feet from the building on Ampersand Road.

Director Graham displayed a vicinity zoning map. Director Graham stated the Board of Commissioners shall consider the following regarding an application for a Conditional Use Permit:

- If the application is incomplete; and
- If completed as proposed in the application, will the development not comply with one or more requirements of the UDO.

Director Graham stated furthermore, even if the Board finds that the application complies with all other provisions of the UDO, it may still deny the

proposal if it concludes, based upon the information submitted, that if completed as proposed, the development, more probably than not:

- Will materially endanger the public health or safety. The application states that the establishment will operate abiding by all laws and will take extra measures to ensure public health, safety, morals and general welfare. An example cited is the commitment to hire private security personnel to make sure order and safety are maintained.
- Will substantially injure the value of adjoining or abutting property. The application states that the use will not in any way be injurious to the use and enjoyment of other property in the vicinity. The use will be consistent with those permitted in the district, will be contained to the interior of the building, will be adequately served by existing parking, and will abide by all state and local ordinances, including those related to noise. The business intends to operate only during nighttime hours on the weekend.
- Will not be in harmony with the area in which it is to be located. The application states that the use will be in harmony with the area in that the center has at least one existing entertainment related business and that the use will add to the development of the shopping center by filling a vacant storefront. It further states that the use will not interfere with any of the normal and orderly development or improvement of surrounding properties.
- Will not be in general conformity with the land-use plan, thoroughfare plan, or other plan specifically adopted by the Town Board. The application is in general conformity with the 2030 Land Development Plan due to the commercial nature of the proposal. Staff has recommended a condition to bring the proposal in conformity with the Aberdeen Pedestrian Plan, and the proposal is not inconsistent with other plans adopted by the Town Board.

Director Graham stated the Planning Board unanimously recommended approval of this CUP with the following recommended conditions:

1. Conditional Use Permits run with the land and as such CU #14-07 applies to the entirety of the property reflected in Parcel ID #00051524, Unit #135. An amendment to the CUP is needed to remove property from the CUP or to make changes to the CUP. If an activity is a use by right, it is not subject to the CUP.

2. Building and Fire Inspections and Town of Aberdeen Business License are to be required prior to beginning operation, all to be coordinated through Planning and Inspections Department.

3. Proposed building renovations are to be approved by Town of Aberdeen Building Inspectors and shall meet all applicable codes.

4. Any and all required permits and/or approvals from other regulatory agencies must be in place prior to issuance of a Notice to Proceed by the Planning Department.

5. In the absence of objections from the property owner, and provided that adequate walkway exists to safely accommodate pedestrians, a designated area for bicycle parking and bicycle racks to accommodate a minimum of two bicycles is recommended for the property prior to operation of the use.

6. Approval of the CUP shall not imply approval of signage. Sign permit applications consistent with the requirements of the UDO shall be reviewed and approved by the department prior to installation.

7. The operation will be required to comply with Town of Aberdeen noise regulations.

8. A written review of the security plan, to include the use of off duty officers and others as well as adequate lighting around the facility (specifically the alley adjacent to the building and behind the facility) shall be provided to staff prior to issuance of a Zoning Permit. Approval of the CUP is contingent upon a positive assessment of the security plan by the Aberdeen Police Department.

Attorney Morphis stated if the Board wants to get feedback from Chief Wenzel the public hearing could be continued, but Chief Wenzel cannot provide the sole decision on whether the CUP is approved or not.

9. Hours of operation shall be limited to Friday and Saturday from 9:00 p.m. – 2:00 a.m. and the same hours on Sunday if the following Monday is a recognized holiday.

Ms. Zarco thanked the Board for hearing her proposal. Ms. Zarco stated it will be a place where people can go and have fun, and dance.

Alcohol will be available like any other night club. Ms. Zarco stated she wants to be sure she abides by all laws. No persons will be allowed under the age of 18. Target age group is ages 21 and up. Ms. Zarco stated no food service will be provided, just drinks. Security will be provided on the inside of the building and the outside of the building.

Mayor Farrell asked if 18 year olds are allowed in, how would she know if a 21 year old buys an 18 year old a drink. Ms. Zarco stated 18 year olds will be wearing bracelets to identify who they are. Mayor Farrell asked what the plan is for the front of the building on the glass doors. Ms. Zarco stated the glass will be tinted on the front door. Commissioner McMurray asked if the building would be available for private party rentals on other nights of the week. Ms. Zarco stated she has not considered that option yet.

Commissioner Dannelley asked if Ms. Zarco felt there was a void in the community for dancing opportunities. Ms. Zarco stated that is exactly why she wanted to do this business, because there are no dancing opportunities locally and there is really no current competition for it. Ms. Zarco stated there are a lot of Hispanics and young people in the area that would really like this opportunity to have a place to dance. Commissioner Dannelley asked what holidays would be recognized for Sunday night operations. Ms. Zarco stated federal holidays are what she would recognize.

Mayor Farrell stated high school kids will be going to this type of establishment, and he wanted to make sure that they will not have access to alcohol if they are not 21. Ms. Zarco stated if she is investing her money in the business, she will be abiding by all laws.

Commissioner McMurray asked if the music will be recorded or live. Ms. Zarco stated the music will be a DJ at the beginning. Mayor Farrell asked about the back door and if customers will be able to use that door to get in and out. Ms. Zarco stated no, only the front door will be used for entrance/exit. Director Graham stated in the security plan it could be handled so the back door is an exit for emergencies, but not allowed for entrance. Mayor Pro-tem Thomas stated because there is going to be parking in the back, Ms. Zarco might want to consider that in her security plan.

Commissioner Dannelley stated the Police Chief can evaluate and make recommendations but the language does not need to state, approval based on the Police Chief's approval. Commissioner Dannelley stated the Police Chief can evaluate, consult, and make recommendations to the Town Board. Director Graham stated it sounds like there are a couple of options:

to gather a vote on item tonight, or at a subsequent meeting after the security plan and cost-benefit evaluation has been completed, or ask the applicant to provide the security plan and assessment from the Chief at the next meeting, before a decision is made. Mayor Pro-tem Thomas stated he would feel much more comfortable with having the Chief give his recommendations first, before considering this item for approval. Mayor Farrell stated he would prefer to continue this public hearing to the next regularly scheduled Board Meeting which is scheduled for February 23<sup>rd</sup> at 6:00 p.m. and at that time receive additional information from the Police Chief on the security plan. Attorney Morphis also suggested Ms. Zarco meet with the Fire Inspector prior to February 23<sup>rd</sup>. Commissioner Dannelley thanked Ms. Zarco for being here this evening, and he stated he can see the passion she has for the service she wants to provide.

A motion was made by Mayor Pro-tem Thomas, seconded by Commissioner Goodwin, to continue the public hearing until the Regular Board Meeting on February 23, 2015. Motion unanimously carried 4-0.

**Consider action on Conditional Use Permit #14-07 for a Night Club in the Highway Commercial District.**

Action delayed until public hearing is completed.

**Consider action on the Project Budget Ordinance for the Ray's Mill Pond Park Project.**

Manager Zell stated the purpose of this item is to get a budget ordinance in place for this project so that the Town can get reimbursed from the PARTF Grant and also for audit purposes. Manager Zell stated all of the numbers have been put together and the first 8 numbers are the ones that will be reimbursed through the PARTF Grant. Manager Zell stated \$219,500 is available for funding through PARTF. Manager Zell explained how the PARTF Grant went from \$252,000 to \$219,500. Mayor Farrell stated the #1 question he gets from Aberdeen residents, is when this park will be open. Mayor Farrell stated he is hopeful that it can be open by this spring.

A motion was made by Mayor Pro-tem Thomas, seconded by Commissioner Goodwin, to approve the Project Budget Ordinance for the Ray's Mill Pond Park Project. Motion unanimously carried 4-0.

**Consider action on Project Budget Ordinance for the Replacement Project for Wells 5 and 9.**

Manager Zell stated this is the project that Rickie has been working on for the past year and a half with NCDOT and EPA. Manager Zell stated once this project budget ordinance is approved, then work can begin on this project. Manager Zell stated Well 5 has been shut down for the past 2 years, because it exceed the TCE level, and Well 9 has not been shut down, but is getting close to the shutdown point. Manager Zell stated the plan is to replace the gallons per minute lost from Wells 5 and 9, with the construction of these 2 new wells. Manager Zell stated all of these expenses will be covered by NCDOT and EPA, and there will be no expense to the Town for this project. A motion was made by Mayor Pro-tem Thomas, seconded by Commissioner Goodwin, to approve the Project Budget Ordinance for the Replacement Project for Wells 5 and 9. Motion unanimously carried 4-0.

**8. Other Business**

**a. Update on PARTF Grant for Ray's Mill Pond.**

Manager Zell stated on January 6<sup>th</sup> bids were opened for the land aspects for the project, of which only 2 were received. The Dabbs Brothers LLC won the low bid with a total bid of \$152,502, and that includes their base bid of \$129,914, \$1,500 for construction testing allowances, contingency fund of \$6,495 and two alternate bids that we accepted – first \$5,122 for a metal roof on the outdoor nature center and \$9,471 for procuring the picnic tables, trash receptacles, benches and grill. Manager Zell stated he held a preconstruction meeting on Thursday, January 15<sup>th</sup> and he met with the Dabbs Brothers (Ducie and Brandon), Jeff Ashbaugh from Benesch (formerly Site Solutions), and Rickie Monroe. Manager Zell stated they determined that January 15<sup>th</sup> is the official start date of this portion of the project and they have 120 days to complete the Nature Center, all the grading for the entrance, new lane access, parking lot, and trail and get it ready for paving. The pier will also be finished during this same time frame. Manager Zell stated using these final numbers from the bid, he submitted to the State Parks/DENR folks information requesting the need for a six month extension since we probably won't be able to pave by the end of March, which is when the grant ends. Manager Zell stated the extension has been approved. Manager Zell stated these final numbers were used to create the budget ordinance for this project which will be used to requisition reimbursement from the PARTF Grant. Manager Zell stated the next meeting with the contractor will be at the site on Thursday, February 12<sup>th</sup> at 10:00 a.m.

Manager Zell stated he has never felt better about this project as he does right now. Manager Zell stated the project will be completed by the middle of May. Mayor Pro-tem Thomas stated he heard there was a mission to rename that park. Mayor Pro-tem Thomas stated Ms. Sandrock wants the name of the park to remain Ray's Mill Pond Park. Kenneth Byrd stated there is going to be a Parks & Recreation Advisory Committee Meeting on Thursday and the official naming of the park is on the agenda for that meeting.

b. Grants Update:

Planner Martin stated he is going to provide an update on all grants that are off schedule. Planner Martin stated currently at 57 full-time jobs out of the 81 that have been committed to for this grant. The Building Reuse Grant has been extended 2/27/16. Planner Martin stated the reason for the cancelling of the public hearing this evening for the 2011 SBEA Grant is the grant is not ready to be closed after all. Planner Martin stated it was discovered a couple weeks ago that the job creation requirement had not been met. Planner Martin stated after talking with Valerie with DCA it was discovered that part time employees could be calculated using the FTE calculation. Planner Martin stated with the FTE calculation that adds 9.27 full time employees. Planner Martin stated he emailed Valerie with the calculation, updated forms, and employer questionnaire required. Planner Martin stated it is still reasonable to close out the grant by the deadline of 4/16/2015. Planner Martin stated the hope is that the FTE calculation will count towards the requirement.

Planner Martin stated the 2012 SBEA grant is also off schedule with the Meridian Zero business. Planner Martin stated the structure of the grant may be refocused on job retention, rather than job creation. Planner Martin stated he is working closely with Valerie Moore on this grant, and working on possible approaches going forward so that a program amendment is not needed. Director Graham stated the grant recipient notified the Town that the restructuring of the grant may be needed. Planner Martin stated to be honest, some research is going to be needed to determine how to move forward. Commissioner Dannelley asked if there is any indication that this attempt might be successful. Planner Martin stated it is unclear at this time. Planner Martin stated the last leg of the Brownfields program will take place by the end of February. Mayor Farrell asked if the property has been remediated. Planner Martin stated some clean-up has taken place previously, and monitoring wells have been put in place, so that the contamination can be monitored.

Friends of the Aberdeen Library Information. Mayor Farrell stated there is a new website now for the Friends of the Aberdeen Library. Mayor Farrell stated the website address is <http://aberdeenlibrary.wix.com/aberdeenlibrary> and the email address is [friendsoftheaberdeenlibrary@gmail.com](mailto:friendsoftheaberdeenlibrary@gmail.com). Mayor Farrell asked for the info to be posted on the website, Bon Accord, and TV station.

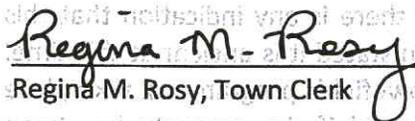
d. Mission Statements and Goals from each Department:

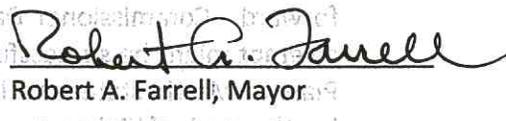
Commissioner Dannelley stated as we continue our journey through the Strategic Planning Process, the goals have been distributed to the Board members that were created by each of the Town Departments. Commissioner Dannelley stated he feels it is important to clearly articulate a vision for the Town. Commissioner Dannelley stated the plan is to line up a budget calendar and a date to do an afternoon session to review departmental goals. And then of course put together a plan, refine it, but put something in writing for future budget years and staff to follow. Mayor Farrell asked Manager Zell to thank his staff for taking the time on putting this information together. Manager Zell stated he is working on March 7<sup>th</sup> for the budget retreat date. February 27<sup>th</sup> would be the strategic planning date – 1:30 – 4:30 p.m. Moore County Chamber of Commerce Banquet scheduled for Thursday, February 12<sup>th</sup> at 6:00 p.m. at the Pinehurst Members Club.

Manager Zell asked Board members to let Clerk Regina Rosy know if they plan to go to this event as soon as possible.

9. Adjournment

A motion was made by Mayor Pro-tem Thomas, seconded by Commissioner Goodwin, to adjourn the Board Meeting. Motion unanimously carried 4-0.

  
Regina M. Rosy, Town Clerk

  
Robert A. Farrell, Mayor

Minutes were completed in  
Draft form on January 26, 2015

Minutes were approved  
on February 23, 2015