



Vision Statement:

As the Town of Aberdeen grows, we will retain our unique history and character and provide the services and amenities to continuously enhance the quality of life for our citizens.

Minutes

Work Session

Aberdeen Town Board

March 14, 2016

Monday, 6:00 p.m.

Robert N. Page Municipal Building

Aberdeen, North Carolina

The Aberdeen Town Board met Monday, March 14, 2016 at 6:00 p.m. for the Work Session. Members present were Mayor Robert A. Farrell and Commissioners Ken Byrd, Joe Dannelley, and Elease Goodwin. Commissioner Buck Mims and Mayor Pro-tem Jim Thomas were not in attendance for the meeting. Staff members in attendance were Finance Officer Beth Wentland, Parks & Recreation Director Adam Crocker, Planner Daniel Martin, Planner Kathy Blake, Planning Director Pam Graham, Town Clerk Regina Rosy, and Town Manager Bill Zell. Reporter for The Pilot Laura Douglas, Jennifer Bowles, Bryan Bowles, Jeff Potter, John Frank, and Tim Marcham were also in attendance for the meeting.

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

1. Audit Presentation by John Frank with Dixon Hughes Goodman LLP.

John Frank, with Dixon Hughes Goodman LLP, stated the Town has had significant problems with the software vendor this year, so it took longer than usual to complete the audit. Mr. Frank stated it is no reflection on Town staff, and Town staff worked very diligently on the audit.

Mr. Frank stated cash balances are down 13.4%, which is mainly related to revenue receivables that had not been received yet. Mr. Frank stated the unassigned fund balance is down 19.5%, but for Board members to keep in mind that total General Fund balance is up since last year. Mr. Frank reviewed the Executive Summary which showed differences in revenues and expenditures over the past year. Mr. Frank stated revenues are up 2.6% since last year. Mr. Frank

stated expenditures have dropped 18.3% since last year. Mr. Frank stated the overall General Fund balance increased by \$33,884 this past year.

Mr. Frank stated for the Water & Sewer Fund, revenues were up 13.3%, and expenses were up 7%. Mr. Frank stated there was a net loss for the year of \$8,612.

Mr. Frank stated there was a management letter memorandum to the Board members on page 6 of the report. Mr. Frank stated the memo explains the difficulties experienced with the Town's software and specifically the water and sewer utility billing reports. Mr. Frank stated these software problems and the lack of technical support from the Town's software vendor persisted through the date of the audit report, and Dixon Hughes recommends that the Town continue to seek solutions to these ongoing issues so that reports needed to perform monthly financial statement closings can be obtained on a timely basis. Mr. Frank stated there were no findings for the audit.

Commissioner Dannelley asked about the non-operating revenues for the Water & Sewer Fund and why there was such a large difference between 2014 and 2015. Mr. Frank stated he will have to follow up with the Board on that item, because he is not sure what the difference was between 2014 and 2015.

Finance Officer Wentland stated an amended audit contract will need to be considered for approval at the next Board Meeting on March 28, 2016.

2. Consideration of Parks & Recreation Advisory Board Appointment.

Director Crocker stated unfortunately one of the Parks & Recreation Advisory Board members has stepped aside, Mona Kahl, and now there is a vacancy. Director Crocker stated all 3 applicants are great considerations and would bring great qualifications to the Advisory Board. Commissioner Dannelley made a motion to appoint Jennifer Bowles to complete the vacant term. Motion failed for lack of a second. A motion was made by Commissioner Byrd, seconded by Commissioner Goodwin, to appoint Jonathan Rivenbark to complete the vacant term on the Parks & Recreation Advisory Board. Motion unanimously carried 3-0.

3. Consideration of Re-appointments to the Appearance and Beautification Commission.

Director Graham stated there are 2 terms that are ending this month, and both are willing to serve again, which includes Gail Clay and Stephen Greer. Director Graham stated they have both brought a lot to this Commission, and the reappointments would be for 3-year terms each. A motion was made by Commissioner Byrd, seconded by Commissioner Goodwin, to re-appoint Gail Clay and Stephen Greer to the Appearance and Beautification Commission with term expirations of March 2019. Motion unanimously carried 3-0.

4. Minor Modification to Conditional Use Permit #06-04 requested by McKee Homes.

Director Graham stated Geoff Potter is here this evening representing McKee Homes. Director Graham stated there is a final corner lot that is being proposed for a recombination, and is also within the threshold for staff to approve. Director Graham stated this request is for right-of-way to be incorporated into the lot boundary. The amount of right-of-way requested, currently owned by the Town, is 773 square feet for lot #174 at the corner of Kerr Lake Road and Moultrie Lane.

A motion was made by Commissioner Byrd, seconded by Commissioner Goodwin, to accept the minor modification as presented to the Board. Motion unanimously carried 3-0.

5. Street Closure for Spring Spree Festival scheduled for May 21, 2016.

Planner Martin stated the 5th Annual Spring Spree Festival is scheduled for May 21, 2016 from 10:30 a.m. – 5:00 p.m. Vendor applications are currently being accepted. Last year there were over 50 vendors that participated. Planner Martin stated it is hard to track attendance, but he would guess there were approximately 400 people at the event last year. Planner Martin stated this evening he is asking for consideration from the Board for the Street Closure Resolution.

A motion was made by Commissioner Dannelley, seconded by Commissioner Goodwin, to approve the Street Closure Resolution for Spring Spree scheduled for May 21, 2016. Motion unanimously carried 3-0.

6. UDO Text Amendment #16-01 Regarding Allowable Uses in the Downtown Retail Overlay District.

Planner Martin stated this item needs to be scheduled for Public Hearing on March 28, 2016. Planner Martin stated the uses to be considered are multi-family

dwelling, outdoor seating for restaurants, and neighborhood bars, and bars. Director Graham stated these items have been before the Planning Board and have been recommended for approval. Agenda Item scheduled for Public Hearing on 3/28/16.

7. Conditional Use Permit #16-02 Submitted by Ace Homes, LLC for a Major Subdivision.

Director Graham stated this item has been before the Planning Board, and they have recommended approval. Agenda item scheduled for Public Hearing on 3/28/16.

8. Conditional Zoning Request #16-01 Submitted by Family Promise of Moore County.

Director Graham stated this item was discussed under informal discussion at the last meeting. Director Graham stated the Planning Board recommends approval. Agenda item scheduled for Public Hearing on 3/28/16.

9. Property Offered to the Town for Tax Value.

Manager Zell stated Jackie Upchurch would like to see if the Town is interested in purchasing this property for a price of \$9,510. Manager Zell stated the Town owns adjoining property. Manager Zell stated there would be enough room to possibly put a well on this property, is the main reason the Town would be interested in this property. Commissioner Dannelley asked if it has been confirmed that a well could work on this property. Manager Zell stated Public Works Director Rickie Monroe is working on it, but has not been able to meet a well guy out at the site yet. Commissioner Dannelley stated he would be hesitant to consider this property, unless it is found that a well site could work on this site. The other Board members agreed with Commissioner Dannelley.

10. Other Business.

Mayor Farrell stated he received a letter from Pat Corso with Partners in Progress thanking the Town for their support and annual allocation of money. Commissioner Byrd asked what the Town has contributed to Partners in Progress in the past. Manager Zell stated we have contributed \$12,000 each year for the past several years.

Manager Zell stated he received a call from a Board member with the Academy of Moore, requesting Town Board members to choose a date and be treated for lunch and receive a tour of the school.

Manager Zell stated Friday from 11:00 a.m. – 7:00 p.m. is the Fire Department Spaghetti Dinner.

Manager Zell stated Tuesday, March 29th is the Partners in Progress Annual Dinner at the Grand Ballroom at the Carolina Hotel. Manager Zell stated for Board members to let Regina know if they can make it.

Mayor Farrell reminded everyone to go vote tomorrow.

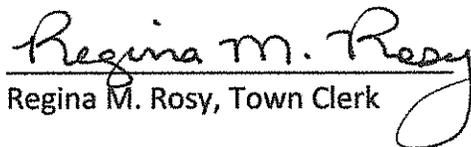
Commissioner Byrd asked Manager Zell if staff could provide updates at these Work Sessions about things going on in Town. Commissioner Dannelley stated he thinks the Friday weekly reports are a great vehicle to communicate about things going on.

11. Closed Session pursuant to N.C.G.S. 143-318.11(a) (6) to consider the qualifications, competence, performance, and conditions of appointment of a public officer or employee.

Due to two Board members not present, this item was delayed to the next Board Meeting.

12. Adjournment.

A motion was made by Commissioner Dannelley, seconded by Commissioner Byrd, to adjourn the Work Session. Motion unanimously carried 3-0.


Regina M. Rosy, Town Clerk

Minutes were completed in
Draft form on March 14, 2016


Robert A. Farrell, Mayor

Minutes were approved
on March 28, 2016

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