



**OAK RIDGE TOWN COUNCIL MEETING  
MARCH 3, 2016 - 7:00 P.M.  
OAK RIDGE TOWN HALL**

**MINUTES**

**Members Present**

Spencer Sullivan, Mayor  
George McClellan, Mayor Pro Tem  
Jim Kinneman  
Doug Nodine

**Staff Present**

Michael Thomas, Town Attorney  
Bill Bruce, Planning Director  
Bruce Oakley, Town Manager  
Sandra Smith, Town Clerk  
Sam Anders, Finance Officer

**Members Absent**

Mike Stone

**1. CALL TO ORDER**

Mayor Spencer Sullivan called the meeting to order at 7:03 p.m.

**A. Invocation.**

The invocation was given by Chief Darryl Duff of Oak Ridge Military Academy.

**B. Pledge of Allegiance.**

**2. APPROVE AGENDA**

**Councilman Jim Kinneman** made a **motion** to approve the meeting agenda after adding approval of the minutes from the February 9, 2016 special meeting and February 9, 2016 closed session. **Councilman Doug Nodine** seconded the motion, and it was passed unanimously (4-0).

**3. APPROVE MINUTES OF THE FEBRUARY 4, 2016 MEETING, FEBRUARY 9, 2016 SPECIAL MEETING, AND FEBRUARY 9, 2016 CLOSED SESSION**

**Mayor Pro Tem McClellan** made a **motion** to approve the three sets of meeting minutes. **Councilman Doug Nodine** seconded the motion, and it was passed unanimously (4-0).

**4. RESOLUTIONS, PROCLAMATIONS, ANNOUNCEMENTS**

- None

**5. REPORT FROM GUILFORD COUNTY SHERIFF'S OFFICE**

Sergeants Clendenin and League from the District 1 office introduced themselves, saying they were the night shift supervisors. They said they hoped to build a good bridge of communication with the Town and to make it even safer. Clendenin explained the Sheriff's Office's district system, the shifts worked by personnel in District 1, and the personnel involved in the operation. League said Oak Ridge is a safe community, but neighbors need to work together and communicate. He said in the past month, there had been five reported crimes in Oak Ridge, which included two thefts, one burglary of an outbuilding, and two cases of items stolen from unlocked vehicles. Clendenin explained "hopping," which is when a person comes into a neighborhood and goes through and opens all the unlocked doors. He urged residents to lock their vehicles. League said the Sheriff's Office is starting a program called Neighbor Next Door, which is an online system similar to Twitter. He said that, if the Council wanted, a specialist could give details of the program at a Council meeting, and he encouraged residents to visit [www.neighbornextdoor.com](http://www.neighbornextdoor.com). Clendenin said the average response time to a crime in District 1 is about 6 minutes, and he urged residents to dial 911 if they see anything suspicious in their neighborhoods.

**6. REPORT FROM OAK RIDGE FIRE DEPARTMENT**

Chief Steve Simmons said he was glad to have the sheriff's department at the meeting, and that the two departments have a good working relationship. He reported that in February, the fire department had 62 calls (27 medical, 35 fire/service related), and personnel received 296 hours of training. As a fire safety tip, Simmons advised residents to never run an extension cord under a rug or carpet. He also encouraged attendees to change the batteries in their smoke alarms when Daylight Savings Time begins, and to also check their alarms that do not use batteries.

**7. TOWN MANAGER'S REPORT**

**A. Urban Archery Season.**

Town Manager Bruce Oakley said it was time to determine if the Council would like to continue Urban Archery Season in 2017. He said the season extends deer hunting for bow hunters by about 1 month from mid-January to mid-February, and the Town had participated for the last several years.

**Councilman Kinneman** made a **motion** to approve the 2017 Urban Archery Season. **Mayor Pro Tem McClellan** seconded the motion, and it was passed unanimously (4-0).

**B. Committee appointments.**

Oakley recommended two committee appointments.

**Mayor Pro Tem McClellan** made a **motion** to appoint Kristin Kubly as a full member of the Historic Preservation Commission, and Phillip Hanks as an alternate to the Finance Committee and the Parks & Recreation Commission. **Councilman Nodine** seconded the motion, and it was passed unanimously (4-0).

**C. USGS Monitoring Well.**

Oakley reported that it was time to renew the contract for the well, which keeps track of the groundwater level in the area. The well was installed on Town property in 2008. USGS pays part of the monitoring costs, and asks the Town for a \$5,000 contribution each year.

**Councilman Kinneman** made a **motion** to approve the contract. **Mayor Pro Tem McClellan** seconded the motion, and it was passed unanimously (4-0).

**8. CITIZEN COMMENTS**

- None

**9. NEW BUSINESS**

**Discussion/Establishment of solicitation ordinance.**

Mayor Sullivan presented the proposed ordinance, which is hereby incorporated by reference and made a part of the minutes. He explained that last fall, a group from Miracle House of Hope in Charlotte began soliciting at the intersection of N.C. 150 and N.C. 68. Several residents complained that their behavior was dangerous and aggressive, which was upsetting to some. The Town originally thought state statute would be sufficient to have the sheriff's department ask the group to leave, since their behavior was creating a public safety issue. The sheriff's department's attorney later advised it was not, but said municipalities could pass their own ordinance preventing solicitation on the street.

**Mayor Pro Tem McClellan** made a **motion** to adopt the ordinance. **Councilman Kinneman** seconded the motion.

Council then entered into a discussion. In response to a questions, Town Attorney Michael Thomas explained that the ordinance would not apply to the Extraterritorial Jurisdiction (ETJ) area. Sullivan said solicitors would have to stand on sidewalks, and they would not be allowed to solicit on the street at a location where there are no sidewalks. Oakley told the Council that the ordinance had largely been taken from the City of Burlington's ordinance, and Thomas said Burlington's ordinance had been challenged and upheld in court.

Council's vote in favor of the motion was unanimous (4-0).

**11. MONTHLY FINANCIAL UPDATE**

Finance Officer Sam Anders presented the financial report, which is hereby incorporated by reference and made a part of the minutes.

**Councilman Kinneman** made a **motion** to approve the financial report. **Councilman Nodine** seconded the motion, and it was passed unanimously (4-0).

**12. COMMUNITY UPDATES**

**A. Board of Adjustment.**

No meeting

**B. Historic Preservation Commission.**

Chair Ann Schneider:

- Reported she was re-elected as chair and Debbie Shoefeld as vice chair at the Commission's February 17 meeting.
- Thanked the Council for approving Kristin Kubly as a full member of the Commission.
- Reported that the HPC approved Philip Cooke's request for a COA for a building on Marketplace Drive at the February 17 meeting with the conditions that a revised landscaping plan be submitted and that a sample wall be erected at the site, showing all the materials to be used on the project.
- Announced that dates for three marker dedications have been set, and the Heritage Grant program was discussed.

**C. Parks & Recreation Commission.**

Chairman Bill Edwards:

- Thanked the Council for approving Phillip Hanks as an alternate on the Commission.
- Said another RidgeFest planning meeting had been held.
- Reported that the Commission has been working on the budget request for the upcoming fiscal year.
- Announced several upcoming events in the park.

**D. Finance Committee.**

Chairman John Jenkins reported:

- Two Finance Committee meetings were held in February.
- After the formal establishment of the Committee at the first meeting and the election of Jenkins as chair and Frank Whitaker as vice chair, the Committee looked at the current year's budget and projections.
- At the second meeting, they recommended Phillip Hanks be appointed as an alternate, and started looking at the budget for next year.
- The next meeting is March 14 at 6 p.m., and the public is invited.

**E. Planning & Zoning Board.**

No meeting

**13. CITIZEN COMMENTS**

- Micah Spencer reminded everyone of the upcoming primary and Early Voting, and encouraged all voters to prayerfully and thoughtfully make a choice and vote.
- Beth Walker thanked the Council for being proactive with the solicitation ordinance, and asked if solicitors would need to be licensed. Mayor Sullivan said this ordinance just had to do with public safety on streets. He added that the Town could not prohibit door-to-door solicitation, but could regulate it by requiring licensing and a background check. He said at this time, the Town was not equipped to do that.

**14. COUNCIL COMMENTS**

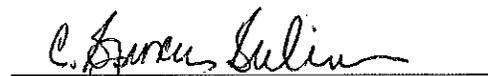
- **Councilman Kinneman** encouraged meeting attendees to vote and give blood. He thanked volunteers and staff, and commended Town Clerk Sandra Smith on her accurate meeting minutes.
- **Mayor Pro Tem McClellan** said that the Town had reached out to state officials and were working to get the Mountains to Sea Trail routed through Oak Ridge, which could potentially be a great opportunity for the Town. He thanked those in attendance, and said it was an honor to serve.
- **Councilman Nodine** said he had attended Finance Committee meetings and was impressed with the Committee's thoroughness.
- **Mayor Sullivan** said the Town had accomplished a lot in the last few months, but there was no way that could have been done without the hard work of committee members. He said there was a lot of activity in the park, and said the Parks & Recreation Commission and staff do a tremendous job.

**15. ADJOURNMENT**

**Councilman Kinneman** made a **motion** to adjourn the meeting at 7:55 p.m. **Councilman Nodine** seconded the motion, and it was passed unanimously (4-0).

Respectfully Submitted:

  
Sandra B. Smith, CMC, Town Clerk

  
C. Spencer Sullivan, Mayor