



**OAK RIDGE TOWN COUNCIL MEETING
MARCH 6, 2014 - 7:00 P.M.
OAK RIDGE TOWN HALL**

MINUTES

Members Present

Ray Combs, Mayor
Spencer Sullivan, Mayor Pro Tem
George McClellan
Jim Kinneman

Staff Present

Sandra Smith, Town Clerk
Bruce Oakley, Town Manager
J. Michael Thomas, Town Attorney
Sam Anders, Finance Officer
Bill Bruce, Town Planner

Members Absent

Mike Stone

1. CALL TO ORDER

Mayor Ray Combs called the meeting to order at 7:00 p.m.

A. Invocation

B. Pledge of Allegiance

2. APPROVE AGENDA

Councilman Jim Kinneman made a **motion** to approve the March 6, 2014, meeting agenda. **Mayor Pro Tem Spencer Sullivan** seconded the motion, and it was passed unanimously (4-0).

3. APPROVE MINUTES OF FEBRUARY 6, 2014, REGULAR MEETING AND FEBRUARY 6, 2014, CLOSED SESSION

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

4. RESOLUTIONS, PROCLAMATIONS, ANNOUNCEMENTS

None

5. TOWN MANAGER'S REPORT

- **Agreement from NCDOT for construction of I-73.** Oakley said the agreement does not bind the Town to any financial obligations, but NCDOT wants all the Towns to acknowledge the project before construction begins.

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

- **Early tax collection discount.** Oakley said Guilford County lowered the early tax collection discount from 1 percent to .5 percent and had requested the Town do the same. Having the same discount rate would provide consistency for Guilford County, which provides tax collection services for the Town.

Mayor Pro Tem Sullivan made a **motion** to approve the early tax collection discount as requested. **Councilman Kinneman** seconded the motion, and it was passed unanimously (4-0).

- **Proposed amendment to Parks and Recreation Commission ordinance.** Oakley recommended that Council approve the ordinance, which would allow the Commission chair and vice chair to serve more than two consecutive terms. He added that there is no such stipulation on any of the other Boards or Commissions.

O2014-02

**AN ORDINANCE
MAKING TECHNICAL REVISIONS
OF THE OAK RIDGE CODE OF ORDINANCES**

WHEREAS, the Parks and Recreation Commission has recommended that provisions of Chapter 36 of the Code of Ordinance (Parks and Recreation Ordinance) be revised in Article II, Section 36-35 (a)(b), relating to the term of the Parks and Recreation Commission Chairman and Vice-Chairman; and,

WHEREAS, The terms of the Parks and Recreation Commission Chairman and the Vice-Chairman are currently limited to two consecutive terms; and,

WHEREAS, the Oak Ridge Town Council recognizes the importance of having strong and consistent leadership in the positions of Parks and Recreation Commission Chairman and Vice-Chairman;

NOW, THEREFORE, BE IT ORDAINED that Chapter 30 of the Town of Oak Ridge Code of Ordinances be and is hereby amended and revised as follows:

1. Revision of Code § 36-35(a).

Section 36-35(a)(b) are amended, revised, and rewritten, to read as follows:

Chairman. A chairman shall be appointed the first year by the town council and elected thereafter by the commission from among its members. The term of the Chairman shall be one year, beginning as of the first meeting in January, ~~and he or she may serve for no more than two successive terms.~~

The chairman shall decide matters of order and procedure, unless directed otherwise by a majority of the commission in session at the time. The chairman shall appoint any committees found necessary to investigate any matter before the commission

Vice-chairman. A vice-chairman shall be appointed the first year by the town council and elected thereafter by the commission from among its members. The term of the vice-chairman shall be one year, beginning as of the first meeting in January, ~~and he or she may serve for no more than two successive terms.~~ The vice-chairman shall preside in the absence of the chairman, fill any unexpired term of the chairman, and assume all duties and responsibilities delegated by the chairman.

2. Effective Date.

This ordinance shall be effective upon its adoption.

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

- **Urban Archery Deer Season.** Oakley said the N.C. Division of Wildlife Management had asked if the Town would like to continue having an Urban Archery Season next year.

Councilman McClellan made a **motion** to approve Urban Archery Season for 2015. **Councilman Kinneman** seconded the motion, and it was passed unanimously (4-0).

- **Spring Litter Sweep.** Oakley announced that NCDOT's Spring Litter Sweep will be April 26-May 10. Anyone interested in participating can contact Town Hall.
- **Other.** Councilman Kinneman said the town-wide speed limit is currently 35 mph unless otherwise posted. He said he would like to find out whether NCDOT would consider changing the speed limit throughout Oak Ridge to 25 mph unless otherwise posted. Oakley said he had discussed the matter with DOT representatives, who said they would look into it. Kinneman said once a definitive answer is received from DOT, the Town Council can discuss whether it would make sense to request the change.

6. NEW BUSINESS

Subdivision Case #14-02-ORPL-00513. Linville Road Associates Unified Development Plan. The property is located on the northwest corner of NC Highway 68 North and Linville Road, in Oak Ridge Township and includes Guilford County Tax Parcels 0165810, 0165794, 0165813, 0165814, 0165793, and 0165789. This Unified Development Plan consists of three existing building lots and three existing special purpose lots. Zoned: CU-GO-M, CU-HB, and RS-40. Greensboro (GS-III) Watershed. Owner/Applicant: Linville Road Associates, LLC, C.D. Fremont Holdings, LLC, Fighting Tarheels II, LLC. Designer: Land Solutions.

Town Planner Bill Bruce presented the case and explained that the applicants are asking to move the property line between Lots 1 and 3 so a potential user of Lot 3 would have an adjacent property line to Oak Ridge Marketplace to allow for use of the same utilities. Doing so would mean the road frontage to N.C. 68 would be cut off from Lot 1. The development ordinance gives a developer an option to create a

Unified Development Plan. The proposal meets the development ordinance requirements, and the Planning and Zoning Board unanimously recommended approval of the request.

Mayor Pro Tem Sullivan said an agreement between the property owners regarding property maintenance was required and asked if the agreement between the parties was in place; Bruce said it is underway, and he would make sure it was completed before the document is recorded.

Councilman Kinneman asked why a simple easement across Lot 1 would not have worked, and Bruce said getting utilities to Lot 3 from Oak Ridge Marketplace was the goal. Doing it this way was simpler for the applicants in terms of paperwork. Kinneman then asked if parking lots can be shared by the property owners under a Unified Development Plan, and Bruce said yes.

Councilman Kinneman asked if the Planning and Zoning Board had any comments. Chair Doug Nodine said the plan was unanimously approved by the Board.

Councilman Kinneman made a motion to approve the Unified Development Plan. Councilman McClellan seconded the motion, and it was passed unanimously (4-0).

7. CITIZEN COMMENTS

None

8. MONTHLY FINANCIAL UPDATE

Finance Officer Sam Anders reported:

- The Town has total assets of \$2.6 million.
- A total of \$91,334 was received in revenues in February and included park revenue, property tax receipts, and cable and solid waste tax distributions.
- A wire transfer of \$11,987 has also been received from Guilford County Tax Department; it represents tax collected for the Town through February 28.
- We received \$12,372 from PTRC, which is the balance of the \$20,000 grant received for the Pedestrian Plan.
- Investments have been renewed and updated.
- Finances are stable, and the Town is in good shape.

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

8. COMMUNITY UPDATES

A. Fire Department

Chief Steve Simmons said the department responded to 46 calls in February; 23 were medical and 23 were fire/service related. The department also installed two

car seats, attended one public education event and maintained an average response time of 4 minutes.

Simmons also reported:

- The fire department's spring barbecue will be held March 15.
- Remember to change smoke detector batteries when changing clocks to Daylight Savings Time, which begins March 9.
- When disposing of 9-volt batteries, be sure to seal off the ends with electrical tape; if the ends of 9-volt batteries touch each other, they can spark a fire.
- ORFD now has a Twitter account: @oakridgefire.
- This is Emergency Preparedness/Severe Weather Week, and it is a good time to review home emergency preparedness plans. In winter weather, make sure to have a warm jacket, jumper cables, etc. in the car and provisions at home in case you are stuck there for a few days.

B. Finance Committee

Next meeting scheduled for March 10

C. Board of Adjustment

No report

D. Planning and Zoning Board

Chairman Doug Nodine reported the Board approved the Unified Development Plan previously heard by Council. It also approved a two-lot subdivision, which was probably the most complicated two-lot subdivision it has ever seen; the Board waived the requirement for the road connection between Crutchfield Farm Road and Gumwood Road, and required land for a future trail.

E. Historic Preservation Commission

No report

F. Parks and Recreation Commission

Chairman Bill Edwards said the Commission has been planning activities and working on the budget. He also reported:

- The first RidgeFest planning meeting for this year was recently held.
- Several Music in the Park events are being scheduled.
- The Dog Park subcommittee recently met. A grand opening for the Dog Park will be held April 12, and Canine Capers will be held May 17. The subcommittee also discussed obstacle courses and other items for inside the Dog Park.
- Musco Lighting, who installed the lighting on the athletic fields, has chosen Oak Ridge Town Park as one of 10 parks in the United States to test a new system that allows for additional reports and lighting analysis. The recognition on a national level acknowledges the time and money that has been spent on the park.

9. CITIZEN COMMENTS

- Mike Criscuolo said registration for Little League baseball is down almost 50 percent in Oak Ridge over the last 5 years and there is much competition for the players. He said last year many of the games were played at Oak Ridge Elementary School and parents complained about the condition of the fields. He said it seemed tournaments keep Oak Ridge Youth Association from using the athletic fields at the park, and he asked what could be done to make Little League a bigger priority at the park.

Mayor Combs asked Criscuolo to speak with Oakley and Parks and Recreation Director Terry Lannon about the matter. He said when the park was designed, ORYA only requested one field be built. Combs said if there is a problem, the Town can try to rectify it, but he did not think the issue had been presented as a problem to the Town.

10. COUNCIL COMMENTS

- **Councilman McClellan** thanked those who attended the meeting.
- **Mayor Pro Tem Sullivan** said it was 68 degrees the previous Sunday, and the park was the most popular place in Town, even though there were no scheduled events going on there.
- **Councilman Kinneman** thanked those in attendance.

11. ADJOURNMENT

Councilman Kinneman made a **motion** to adjourn the meeting at 7:32 p.m. **Councilman McClellan** seconded the motion, and it was passed unanimously (4-0).

Respectfully Submitted:



Sandra B. Smith, Town Clerk


Ray Combs, Mayor