



**OAK RIDGE TOWN COUNCIL MEETING  
MARCH 7, 2013 - 7:00 P.M.  
OAK RIDGE TOWN HALL**

**MINUTES**

**Members Present**

Ray Combs, Mayor  
Roger Howerton, Mayor Pro Tem  
Danny Yanusz  
George McClellan  
Spencer Sullivan

**Staff Present**

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

**1. CALL TO ORDER**

Mayor Ray Combs called the meeting to order at 6:59 p.m.

- **Invocation**

Mayor Pro Tem Howerton led meeting attendees in reciting the Lord's Prayer.

- **Pledge of Allegiance**

**2. APPROVE AGENDA**

**Councilman Spencer Sullivan** made a **motion** to approve the March 7, 2013, meeting agenda. **Councilman George McClellan** seconded the motion, and it was passed unanimously (5-0).

**3. APPROVE MINUTES OF FEBRUARY 7, 2013, MEETING**

**Mayor Pro Tem Howerton** made a **motion** to approve the February 7, 2013, meeting minutes. **Councilman McClellan** seconded the motion, and it was passed unanimously (5-0).

**4. RESOLUTIONS, PROCLAMATIONS, ANNOUNCEMENTS**

Mayor Combs reminded attendees that Daylight Savings Time would begin the following Sunday, March 10.

**5. TOWN MANAGER'S REPORT**

Town Manager Bruce Oakley reported:

- The Historic Preservation Commission recommended Ann Pitz be moved from an alternate position and appointed as a regular member of the Commission.

**Councilman McClellan** made a **motion** to appoint Ann Pitz as a regular member of the Historic Preservation Commission. **Mayor Pro Tem Howerton** seconded the motion, and it was passed unanimously (5-0).

- The N.C. Wildlife Resources Commission asked if the Town wanted to participate next year in Deer Urban Archery Season.

**Councilman McClellan** made a **motion** to participate in the Deer Urban Archery Season for 2014. **Councilman Sullivan** seconded the motion, and it was passed unanimously (5-0).

- The Board of Adjustment was scheduled to meet March 14. The meeting would begin at 6 p.m. instead of 7, due to the fact that a lengthy meeting was expected.
- N.C. DOT had begun working on widening the intersection at N.C. 68 and Alcorn Road. Construction would continue through mid-June. Oakley urged drivers to be careful and expect delays.

## 6. PUBLIC HEARINGS

Council considered **proposed text amendments to Chapter 30 of the Code of Ordinance** (Land Development Section) making revisions (a) in **Article VII, Division 10**, relating to the Historic Preservation Commission ("HPC"), and (b) in **Article IX, Division 5**, relating to development standards for day care centers for children or adults.

Oakley said the Historic Preservation Commission had recently revised its Historic District Guidelines. In reviewing, Oakley said he and Town Attorney Michael Thomas realized the Town's ordinance needed to be changed to make it consistent with the Guidelines. The changes will bring the Town ordinance in line with state statute.

Oakley said the second change being requested was to correct an error in the ordinance, which had been copied over from Guilford County's ordinance; although the ordinance referred to day cares, language regarding landfills had inadvertently been included so that the ordinance said signage at day cares must include the types of materials accepted, tipping charges, etc.

Combs opened the public hearing. No one spoke either in favor of or in opposition to the proposed text amendments, and the public hearing was closed.

**Councilman McClellan** made a **motion** to adopt the proposed text amendments. **Councilman Danny Yanusz** seconded the motion, and it was passed unanimously (5-0).

## 7. NEW BUSINESS

- A. Adoption of technical revisions to Historic District Guidelines.** Oakley explained that the changes requested by the Historic Preservation Commission mainly consist of clarifying language and additional specifics.

The changes will make the Guidelines better and stronger, he said. HPC Chairman Ann Schneider was present to answer any questions Council might have.

**Councilman McClellan** made a **motion** to adopt the revisions to the Historic District Guidelines. **Mayor Pro Tem Howerton** seconded the motion, and it was approved unanimously (5-0).

**B. Adoption of State of Emergency ordinance.** Oakley said the Town had adopted a State of Emergency ordinance some time ago. Guilford County had requested the changes to the ordinance be adopted.

**Councilman McClellan** made a motion to adopt the proposed State of Emergency ordinance. **Councilman Yanusz** seconded the motion, and it was passed unanimously (5-0).

## 7. CITIZEN COMMENTS

- None

## 8. MONTHLY FINANCIAL UPDATE

Finance Officer Sam Anders presented:

- The Town's payment of \$1 million had been made on the park loan debt, resulting in significant changes in the Town's capital reserves as well as the loan balance for the park.
- A wire transfer of \$10,644 was received from the county tax department.
- Investments at both banks have been updated; the Town is heavily invested in money market accounts, which are giving a better yield.
- The budget process for 2013-14 is ongoing.

**Councilman McClellan** made a motion to accept the monthly financial report. **Councilman Sullivan** seconded the motion, and it was passed unanimously (5-0).

## 9. COMMUNITY UPDATES

### A. Planning and Zoning Board

Mike Stone reported that the Board had met and heard the text amendments adopted by Council earlier in the meeting. Officers had been elected for the following year: Doug Nodine as chair, Mike Stone as vice chair.

### B. Board of Adjustment

Mayor Combs reported that the Board was scheduled to meet later in the month (on March 14).

### C. Finance Committee

Sullivan reported that great progress is being made in putting together the 2013-14 fiscal year budget. A few more tweaks are needed, and Sullivan said he expected a budget recommendation being complete by the end of March.

**D. Pedestrian Plan**

Oakley reported that the Committee would meet the following Tuesday (March 12). It hopes to have information for citizens to view or a presentation to Town Council at the next Council meeting.

**E. Fire Department**

Chief Steve Simmons reported:

- In the previous month, the Department responded to 39 calls, gained 227½ hours of training, installed two car seats and attended two public education events.
- The Firemen's Barbecue will be held Saturday, March 23.
- Daylight Savings Time was scheduled to begin March 10; Simmons advised citizens to check their smoke alarm batteries when they change the time on their clocks.

**F. Historic Preservation Commission**

Chair Ann Schneider reported:

- HPC members had met with the pastor and members of St. James AME Church, who were very enthusiastic about receiving a historic marker. They have also spoken to one of the owners of the Old Mill, and will soon meet with the owners of the R.M. Stafford House.
- HPC is working with Town staff to determine the best way to protect the placement of the markers.
- A scheduled ad in the Northwest Observer will highlight the Historic District and address the importance of adhering to the Guidelines.

Schneider also said she had communicated with Northwest Observer owner Patti Stokes and was concerned about the possible closure of the paper, which she sees as a local resource.

**G. Parks and Recreation Commission**

Chair Bill Edwards reported:

- About 800 people have signed up to participate in Ray's Run at the park on March 9. The 1-mile and 5K fundraiser will help Ray Parrish, a teacher at Northwest High School, with medical bills.
- Work is being done by town staff in the area of the proposed dog park.
- Mountain bike trails are being constructed and will be officially opened at RidgeFest.
- Laser grading is being done on the baseball/softball fields.
- RidgeFest is being planned for May 31 and June 1.

**10. CITIZEN COMMENTS**

None

**11. COUNCIL COMMENTS**

- **Mayor Pro Tem Howerton** said it was his pleasure to sign the \$1 million check to pay down the park debt, especially since he knew it would save taxpayers about \$315,000.
- **Councilman Yanusz** said he recently met members of VFW Post 7999 and saw their veterans' memorial in Summerfield. He said he would leave information on honoring service members by purchasing personalized pavers, which cost \$60 each, at Town Hall.
- **Councilman McClellan** expressed concern about the Northwest Observer, saying losing it would be a detriment to the region. McClellan said he recently attended a meeting of the Four Corners Chamber of Commerce at the Stokesdale Town Hall; he said he was proud to be a member of the group, which can help market the area and bring jobs.
- **Councilman Sullivan** shared McClellan's concern about losing the Northwest Observer. He also mentioned Ben's Bells, which are made to memorialize a 3-year-old who died suddenly in 2002 in Tucson, Ariz. The bells are a way to encourage kindness and have spread to many areas; they can be seen in the Town Park and outside Town Hall.
- **Mayor Pro Tem Howerton** congratulated Sarah Burchette, who was covering the meeting for the Northwest Observer. Burchette and her boyfriend recently climbed Africa's Mt. Kilimanjaro, where he proposed to her.

**12. ADJOURNMENT**

**Mayor Pro Tem Howerton** made a **motion** to adjourn the meeting at 7:31 p.m.  
**Councilman Yanusz** seconded the motion, and it was passed unanimously (5-0).

Respectfully Submitted:



Sandra B. Smith, Town Clerk



Ray Combs, Mayor