



**OAK RIDGE TOWN COUNCIL MEETING
JULY 11, 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
J. Michael Thomas, Town Attorney
Sam Anders, Finance Officer

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 Danny Yanusz made a **motion** to approve the July 11, 2013, meeting agenda with the addition of approval of the minutes of the April 4, 2013, closed session. **Mayor Pro Tem Roger Howerton** seconded the motion, and it was passed unanimously (5-0).

3. APPROVE MINUTES OF JUNE 6, 2013, MEETING AND APRIL 4, 2013, CLOSED SESSION

Councilman Spencer Sullivan made a **motion** to approve the June 6, 2013, meeting minutes and the April 4, 2013, closed session minutes. **Mayor Pro Tem Howerton** seconded the motion, and it was passed unanimously (5-0).

4. RESOLUTIONS, PROCLAMATIONS, ANNOUNCEMENTS

- None

5. CITIZEN COMMENTS

- None

6. MONTHLY FINANCIAL UPDATE

Finance Officer Sam Anders presented:

- The new fiscal year has begun, and the Town is showing a strong balance sheet position with \$2.3 million in net assets and \$29,478 in liabilities.
- An addition of \$221,000 was made to the financial statement at the end of the year.
- Preliminary field work on the annual financial audit has been completed; final field work has been scheduled for August 26.
- A budget amendment in the amount of \$4,700 was emailed to Council.
- It is time to renew the Town's annual engagement letter for financial services with Anders.

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

Councilman Yanusz made a **motion** to renew the engagement letter with Anders. **Mayor Pro Tem Howerton** seconded the motion, and it was passed unanimously (5-0).

7. COMMUNITY UPDATES

A. Fire Department

Chief Steve Simmons reported:

- In June, the Department responded to 59 calls, 14 of which were of a medical nature and 45 of which were of a fire/service nature. Several of the calls were received as a result of a thunderstorm that occurred one evening.
- Average response time was 5 minutes.
- The department also gained 182 hours of training, installed five car seats, and attended two public education events.

Simmons said this time of year is typically hot and humid, and the department had responded to a couple of calls for people who had become overheated. He advised keeping well hydrated this time of year by drinking plenty of water or sports drinks, and added that alcoholic beverages are dehydrating and not advised.

B. Parks and Recreation Commission

Town Clerk Sandra Smith reported:

- The Commission is making progress on the signage to be installed along the mountain bike trails.
- Progress is also being made on developing the new Bark in the Park (dog park).
- The P&RC is exploring the possibility of hosting at least one Music in the Park event this fall, as well as considering plans for a community yard sale at the park.
- Farmers Markets are still being held in the park every Saturday, 8 a.m. – 2 p.m.

C. Planning and Zoning Board

Chair Doug Nodine reported:

- The Board approved two site plans at its last meeting, one for a residential subdivision and one for a parking lot expansion at First Baptist Church.
- They discussed the way neighbors are noticed prior to a rezoning, and considered the possibility of requiring the developer to hold an informal open house, putting notice of the open house and public hearings in the Northwest Observer, and perhaps increasing the number of nearby property owners who receive a notice of rezoning in the mail.
- The Board also discussed the possibility of not allowing a developer to rezone property and have a subdivision/site plan approved at the same meeting.
- The possibility of creating a zoning district that would allow lower density, such as RS-80, was discussed.
- It was suggested that this might be an appropriate time to review the Town's Land Use Plan; it had been approved in 2003 and reviewed in 2008, and a review about every 5 years seemed appropriate.

Combs told Nodine to notify the Council when it has any recommendations ready to be considered.

D. Board of Adjustment

No report

E. Historic Preservation Commission

No report

F. Finance Committee

No report

G. Pedestrian Plan

No report

8. CITIZEN COMMENTS

- Town Clerk Sandra Smith announced that candidates for Town Council could file at the Town Hall, and that volunteers are still needed on several Town Boards and Committees.
- Mike Stone spoke about a recent accident on N.C. 68 in which a dump truck overturned; Stone commended the fire department for its response and said the community is fortunate to have such a well-trained department. Stone also announced that he had filed to run for Town Council.

9. COUNCIL COMMENTS

- **Mayor Pro Tem Howerton** announced that he would not seek re-election. Howerton said he had been involved with the Town's incorporation and served on Council since the Interim Council was appointed in 1998. He talked about how Oak Ridge had developed over the years through the use of appropriate ordinances that would allow residents to be proud. Howerton said he was proud of Oak Ridge. He said he felt he had dedicated some of his better years to serving the Town, but that it was now time to let the younger generation take over.
- **Councilman Yanusz** thanked Howerton for his leadership and effort. He said he did plan to run for re-election, and would file the following day.
- **Councilman McClellan** said he was proud to serve with Howerton, and that he looked forward to serving with him until his term ended. McClellan said the future was looking good, and he was honored to serve the Town.
- **Councilman Sullivan** said the Council would miss Howerton for his leadership, wisdom and insight, and hoped they could continue to call on him. He said the Red Cross is in critical need of blood at this time of year, and encouraged others to make a blood donation if they were able.
- **Mayor Combs** advised meeting attendees not to be sad about Howerton, since he has four more meetings in which to serve.

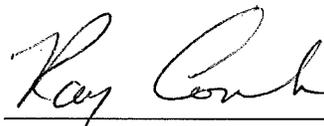
10. **ADJOURNMENT**

Councilman McClellan made a **motion** to adjourn the meeting at 7:24 p.m. **Councilman Yanusz** seconded the motion, and it was passed unanimously (5-0).

Respectfully Submitted:



Sandra B. Smith, Town Clerk



Ray Combs, Mayor