



**OAK RIDGE TOWN COUNCIL MEETING
NOVEMBER 7, 2019 – 7:00 P.M.
OAK RIDGE TOWN HALL**

MINUTES

Members Present

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

Staff Present

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

1. CALL TO ORDER

Mayor Spencer Sullivan called the meeting to order at 7:00 p.m.

A. Invocation.

Pastor Andy Lambert of Oak Ridge United Methodist Church offered the invocation.

B. Pledge of Allegiance.

2. APPROVE AGENDA

Councilwoman Ann Schneider moved to approve the meeting agenda. Mayor Pro Tem Jim Kinneman seconded the motion, and it was passed unanimously (5-0).

3. APPROVE MINUTES

Councilman George McClellan made a motion to approve the September 5, 2019 and October 3, 2019 meeting minutes. Councilwoman Schneider seconded the motion, and it was passed unanimously (5-0).

4. RESOLUTIONS, PROCLAMATIONS, ANNOUNCEMENTS

- Mayor Sullivan congratulated Councilmen Doug Nodine and George McClellan on their re-election and Martha Pittman on her election to Town Council.

5. REPORT FROM GUILFORD COUNTY SHERIFF'S OFFICE

- Lt. Jeremy Fuller of District 1 of the Guilford County Sheriff's Office reported that there were 93 calls for service in Oak Ridge in October. He said there had been a

slight uptick in the previous few days of thefts of lawn equipment from open garages and carports. He encouraged residents to secure their equipment and report any suspicious activities to the Sheriff's Office.

6. REPORT FROM OAK RIDGE FIRE DEPARTMENT

- Assistant Chief Sam Anders reported that the department responded to 93 calls in October, which included 51 of a medical nature and 42 of a fire/service nature. Anders said this time of year generally ushers in colder weather, and he reminded attendees to have their fireplaces, chimneys, gas logs and furnaces inspected. As a Thanksgiving tip, he urged those using a turkey fryer to make sure their turkey was completely thawed, as a frozen bird can explode when placed in hot oil.

7. ANNUAL FINANCIAL AUDIT REPORT

- Chad Cook, audit manager with the accounting firm Dixon Hughes Goodman, reported that the Town had a clean audit with no issues. He said financial statements had been submitted to the Local Government Commission for approval as required. He provided the Council with details of the Financial Summary.

8. TOWN MANAGER'S REPORT

A. Board/Commission recommendations.

Councilman McClellan moved to recommend the reappointments of Ron Simpson to the Planning & Zoning Board and Brady Young to the Parks & Recreation Advisory Board. Mayor Pro Tem Kinneman seconded the motion, and it was approved unanimously (5-0).

B. Board/Commission appointments.

Mayor Pro Tem Kinneman made a motion to recommend that the County Commissioners appoint Larry Stafford as the ETJ Representative to the Board of Adjustment. Councilman McClellan seconded the motion, and it was approved unanimously (5-0).

C. Engineering contract for Haw River/Pepper Road sidewalk.

Town Manager Bill Bruce presented a proposal from Davis Martin Powell, which is hereby incorporated by reference and made a part of the minutes, for the engineering of the sidewalk/side path along Haw River Road and Pepper Road that would link the Mountains-to-Sea Trail at the Cascades Preserve to the Riverside subdivision. The work is not to exceed \$34,980.

Councilman McClellan made a motion to approve the contract. Councilwoman Schneider seconded the motion, and after discussion, it was approved unanimously (5-0).

D. 2020 Meeting and Holiday Schedules.

Councilwoman Schneider moved to approve the 2020 meeting and holiday schedules. Mayor Pro Tem Kinneman seconded the motion, it was approved unanimously (5-0).

E. Water open house.

Bruce announced that a drop-in open house on the proposed Town water system would be held on November 21, 4:30-6:30 p.m., at Town Hall.

9. PUBLIC COMMENTS

- Debbie Shoenfeld, 8501 San Siro Farm Court, said she was glad to hear about the water system open house. She said she appreciated the Town Council doing its due diligence on the water system, and she knew other citizens did as well.

10. MONTHLY FINANCIAL UPDATE

Finance Officer Sam Anders presented the financial report, which is hereby incorporated by reference and made a part of the minutes. He also announced a budget amendment that resulted in no net increase in funds. The amendment was due to the NC 68/NC 150 intersection project being pushed back a year, the sidewalk project along NC 150 from Oak Ridge Swim Club to Chalet Drive being completed, and the lighted crosswalk project being completed.

Mayor Sullivan made a motion to accept the budget amendment. Mayor Pro Tem Kinneman seconded the motion, and it was passed unanimously (5-0).

Councilman McClellan made a motion to accept the Finance Officer's report as presented. Councilwoman Schneider seconded the motion, and it was passed unanimously (5-0).

11. COMMUNITY UPDATES

A. Parks & Recreation Advisory Board.

Vice Chair Phyllis Anders reported the Board had held a meeting in which the park usage agreement with Oak Ridge Youth Association was discussed. The Board also heard a request that disc golf be added to the park facilities, and three visitors asked that horse trails be built at the Whitaker property.

B. Oak Ridge Military Academy.

No report

C. Planning & Zoning Board.

Chair Ron Simpson reported that the Board had unanimously approved the subdivision plan for Pemberley Estates.

D. Mountains-to-Sea Trail Committee.

Co-chair Martha Pittman reported that the committee was working on the new trail from Pepper Road to Linville Road and planned four workdays in November and December. Pittman, who was recently elected to serve on Town Council and would

take the oath of office in December, said this would be her final report. She said it had been a pleasure to serve as co-chair of the committee, and she thanked the Council for its commitment to the Mountains-to-Sea Trail.

E. Merchants of Oak Ridge.

No report

F. Historic Preservation Commission.

Chair Debbie Shoenfeld said the Commission held a raffle for a dinner and private tour of Maple Glade. She announced the dates and times that Maple Glade, on the campus of Oak Ridge Military Academy, would be decorated for Christmas and open for tours.

G. Special Events Committee.

Chair Patti Dmuchowski announced the committee had been working on the November 23 parade, as well as the Christmas at Maple Glade event. She said they are still raising funds for a veterans' memorial and are waiting for completion of the master plan for park facilities to see where the memorial might be built.

H. Oak Ridge Youth Association.

Blake Mitchell reported that the fall season was winding down, that over 750 attended the Halloween Terror Trail in the park, and that plans for basketball are being finalized.

12. PUBLIC COMMENTS

- Mike Stone, 8112 Hunting Cog Road, read an excerpt of a poem regarding veterans in honor of Veterans Day, and urged attendees to thank veterans for their service. He thanked Mayor Sullivan and Mayor Pro Tem Kinneman for their military service.

13. COUNCIL COMMENTS

- Mayor Sullivan said this was his final full meeting as mayor, something he said was bittersweet. He said that he had planned to run for office again, but, describing his bout with cancer, said life has a way of changing your plans. He said he dearly loved Oak Ridge, which had been his home for 45 years, and he planned to move on to a new season in life knowing he had served the best he could.

14. ADJOURNMENT

Mayor Pro Tem Kinneman made a motion to adjourn the meeting at 8:02 p.m. Councilman McClellan seconded the motion, and it was passed unanimously (5-0).

Respectfully Submitted:

Sandra B. Smith, NCCMC, CMC
Town Clerk

Spencer Sullivan
Mayor