



**OAK RIDGE TOWN COUNCIL MEETING  
MAY 7, 2020 – 7:00 P.M.  
OAK RIDGE TOWN HALL**

**MINUTES**

**Members Present**

Ann Schneider, Mayor  
Jim Kinneman, Mayor Pro Tem  
George McClellan  
Doug Nodine  
Martha Pittman

**Staff Present**

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

*This meeting was conducted remotely under N. C. Gen. Stat. § 166A-19.24 by use of simultaneous communication using the Zoom online platform and in which Town Council members participated by simultaneous communication. Town Council members were joined and participated in the entire meeting, unless otherwise noted.*

**1. CALL TO ORDER**

Mayor Ann Schneider called the meeting to order at 7:00 p.m. Schneider asked Town Clerk Sandra Smith to conduct a roll call for Council members and staff.

**A. Invocation/Moment of Silence.**

Mayor Schneider led meeting attendees in a moment of silence.

**B. Pledge of Allegiance.**

Councilman George McClellan led the Pledge of Allegiance.

**2. MAYOR'S STATEMENT CONCERNING THE EMERGENCY**

Mayor Schneider read from a prepared statement, saying that the meeting was being conducted electronically over Zoom and that the public had been invited to join by phone or electronic device. Schneider said residents who wanted to make public comments had been invited to participate in the electronic meeting or provide their comments to the town clerk. She explained that several regular agenda items had been condensed into a single consent agenda item but noted that a few new business items needed to be addressed separately.

**3. APPROVE AGENDA**

*Mayor Schneider moved to approve the amended meeting agenda with the addition of a minor budget amendment, and Mayor Pro Tem Jim Kinneman seconded. Via roll-call vote, the motion was passed unanimously (5-0).*

**4. CONSENT AGENDA**

- A. Approve April 2, 2020 Meeting Minutes.**
- B. Approve Finance Officer's Report.**
- C. Approve the Annual Financial Audit Contract.**
- D. Appoint Kelly Riddle as ORYA Representative on Parks & Recreation Advisory Board.**
- E. Amend Town's Prohibition of Tobacco Use Ordinance to include E-Cigarettes.**
- F. Approve Water System Request for Proposals (RFP).**
- G. Budget Amendment.**

(Note: Items associated with the Consent Agenda and included the agenda packet are hereby incorporated by reference and made a part of the minutes.)

*Councilman McClellan made a motion to approve the consent agenda, and Mayor Pro Tem Kinneman seconded. Via roll-call vote, the motion was passed unanimously (5-0).*

**5. NEW BUSINESS**

**A. Piedmont Greenway / Bandera Farms presentation.**

Palmer McIntyre of the Piedmont Land Conservancy gave a PowerPoint presentation on the Piedmont Greenway and how the proposal to purchase Bandera Farms, which the Town of Oak Ridge has been asked to contribute, fits into the larger project.

**B. Whitaker Property Master Plan Report.**

Town Manager Bill Bruce presented the Whitaker Property Master Plan report, which, once approved, would be included in the Town's application for an N.C. Parks and Recreation Trust Fund (PARTF) grant application.

*Councilman McClellan moved to approve the Whitaker Property Master Plan Report, and Mayor Pro Tem Kinneman seconded. Via a roll-call vote, the motion was passed unanimously (5-0).*

**C. Town Manager's Update on 2020-21 Fiscal Year Budget.**

Town Manager Bruce announced that the draft budget would be released in the next couple of weeks, and the first public hearing for the 2020-21 fiscal year budget would be held at the regular Council meeting on June 4, 2020; the second public hearing would be held at a special meeting to be called for sometime in mid-June.

**6. PUBLIC COMMENTS**

In lieu of appearing in public due to the COVID-19 outbreak, Council had requested Public Comments be relayed to the town clerk via email, fax or phone message, or members of the public could contact the clerk and indicate that they would like to speak during the meeting. Schneider asked if any Public Comments had been received, and Town Clerk Smith said no. Schneider then said she understood Chip Cook had asked to speak. The floor was then turned over to Cook.

Because of audio problems, meeting participants were unable to hear Cook's comments, so he submitted the following written statement:

"Good evening, Town Council, my name is Sam 'Chip' Cook, speaking on behalf of my parents, Sam and Victoria Cook, who reside at 2111 Oak Ridge Road. The comments I present on behalf of my family are in support of the proposed Bandera Farms project with the Piedmont Land Conservancy, the Town of Oak Ridge, and other Triad municipalities.

"Moving to Oak Ridge in 1988 from downtown Winston-Salem, my family found rural paradise in Oak Ridge. The farm fields, abundant tracks of land, and wooded forests around this community, were a welcome change for this city boy and his family. Being able to walk through wooded areas and open fields was healthy for mind, body and spirit growing up in Oak Ridge.

"As the community grows, this project will help to preserve the rural character and identity of this community that is quickly changing and losing its agricultural and natural history. It will also connect Oak Ridge to the Greater Piedmont Triad's efforts to preserve green space and provide more value to our own community and quality of life.

"The PLC is absolutely the best partner the Town of Oak Ridge could work with in making this project happen. I am well acquainted with Palmer McIntyre, as we live in the same neighborhood and I have been fortunate to get to know Palmer over the years and the quality of her work through PLC and beyond. Palmer will provide the same commitment and passion in ensuring the PLC's partnership and efforts for the success of this project, should it move forward.

"This project should be supported by Oak Ridge to ensure the rural identity of the surrounding community remains, and to help the citizens of Oak Ridge maintain a high quality of life through the creation of this park. Thank you."

**7. COMMITTEE REPORTS**

**A. Special Events Committee.**

Smith read a report by Patti Dmuchowski, committee chair. She reported that the committee had met via Zoom, and the major focus of the meeting was on the proposed veterans' memorial. The group also discussed special events for the year, which included Heritage Day on September 26 and the parade and Light Up the Night event on November 21 (rain date December 5).

**B. Mountains-to-Sea Trail Committee.**

Smith read a report by co-chairs Bill Royal and Anne Steele on the committee's activities, which is hereby incorporated by reference and made a part of the minutes.

**8. COUNCIL COMMENTS**

- Councilwoman Pittman announced, on behalf of Oak Ridge Fire and Rescue Company, that this year's Strength and Honor Scholarship Fund recipients were Amber Long and Haley Hill. The fund was established in memory of Andrew Russoli, who was killed while on active military duty in Iraq; Russoli's dream after completing service was to become a member of the Oak Ridge Fire Department.
- Mayor Schneider announced that the Oak Ridge Lions Club had also recently awarded scholarship to Northwest High School senior Jeremy van Duin. She said the Merchants of Oak Ridge were also planning to award a scholarship.

**9. ADJOURNMENT**

*Councilman Doug Nodine made a motion to adjourn the meeting at approximately 8:00 p.m., and Councilwoman Pittman seconded. Via roll-call vote, the motion was passed unanimously (5-0).*

Respectfully Submitted:



Sandra B. Smith, CMC, NCCMC  
Town Clerk



Ann K. Schneider  
Mayor