



**OAK RIDGE TOWN COUNCIL MEETING
JUNE 1, 2017 – 7:00 P.M.
OAK RIDGE TOWN HALL**

MINUTES

Members Present

Spencer Sullivan, Mayor
George McClellan, Mayor Pro Tem
Jim Kinneman
Mike Stone
Doug Nodine

Staff Present

Bruce Oakley, Town Manager
Bill Bruce, Planning Director
Sandra Smith, Town Clerk
Michael Thomas, Town Attorney
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 Cook of The Summit Church offered the invocation.

B. Pledge of Allegiance.

2. APPROVE AGENDA

Councilman Jim Kinneman made a **motion** to approve the meeting agenda. **Mayor Pro Tem George McClellan** seconded the motion, and it was passed unanimously (5-0).

3. APPROVE MINUTES

Mayor Pro Tem McClellan made a **motion** to approve the minutes of the May 4, 2017 meeting. **Councilman Mike Stone** seconded the motion, and it was passed unanimously (5-0).

4. RESOLUTIONS, PROCLAMATIONS, ANNOUNCEMENTS

- Mayor Sullivan read a proclamation naming June 1 as Arbor Day in Oak Ridge. He then introduced Jimmy Holt of the N.C. Forestry Service, who presented the Town with the Tree City USA award for 2016.
- Sullivan presented a resolution urging the Senate to delete inappropriate zoning appeal amendments from the agricultural legislation in Senate Bill 615.

Mayor Pro Tem McClellan made a **motion** to adopt the resolution. **Councilman Kinneman** seconded the motion, and it was passed unanimously (5-0).

5. REPORT FROM GUILFORD COUNTY SHERIFF'S OFFICE

- Sgt. Eric League reported there had been some break-ins on Pepper Road in the last month, and said the Sheriff's Office was searching for a red sedan in connection with them. He also said there had been some vehicle break-ins on Peebles Road and a shoplifting reported at Lowes Foods. With schools about to be out for the summer, he urged residents to keep their doors locked.

6. REPORT FROM OAK RIDGE FIRE DEPARTMENT

- Fire Chief Steve Simmons reported the department had received 73 calls in May. Of those, 24 were of a medical nature and 49 were fire/service related. The department received 797 hours of training in May. For a fire prevention tip, he urged residents to practice fire safety when having a cookout, to let coals die completely before dumping them into a metal container, and to check for leaks and make sure the lid is open before lighting gas grills.

7. TOWN MANAGER'S REPORT

A. Commission/board appointment.

Councilman Kinneman made a **motion** to appoint Michelle Davidson from an alternate to a full member of the Parks & Recreation Commission, to reappoint Barry Knight to the Parks & Recreation Commission, and to reappoint Caroline Ruch to the Historic Preservation Commission. **Councilman Doug Nodine** seconded the motion, and it was passed unanimously (5-0).

B. Addition to state maintenance system.

Mayor Pro Tem McClellan made a **motion** to adopt a resolution to add Apple Grove Road, Nebbiolo Court, Malbec Court and Carignan Court to the N.C. State Maintenance System. **Councilman Nodine** seconded the motion, and it was passed unanimously (5-0).

C. Agreement for a water feasibility study.

Oakley presented an agreement with the Timmons Group to perform a study to determine the feasibility of creating a water authority in northwest Guilford County. The study will be paid for by the state and explore at the quality and quantity of water available. Oakley said the town attorney had reviewed the document and had recommended some changes. Mayor Sullivan noted the specific changes recommended.

Councilman Kinneman emphasized that the document was only to approve a study, and was not obligating the Town in any way to create a water authority. Mayor Pro Tem McClellan said the funds to pay for the study were coming from the passage of

House Bill 637 by the state legislature, and that the study would help the Council make an informed decision about water. Councilman Stone asked if groundwater availability would be a part of the study, and Oakley said it would explore both the quantity and quality of groundwater. Councilman Nodine asked about the mechanics of the State paying for the study, and Oakley said the State would give the money to Guilford County, and the County would be responsible for sending in the required receipts. Mayor Sullivan said that water is critical for life and for the longtime viability of a town, and that the Council is charged with providing for the health, safety and welfare of its citizens. He said he understood there were differences of opinion, but information was just being gathered and that he felt this was a critically important step.

Councilman Kinneman made a **motion** to approve the agreement with Timmons Group with the modifications recommended by the town attorney. **Mayor Pro Tem McClellan** seconded the motion, and it was passed unanimously (5-0).

D. Capital ordinance for Phase II of Oak Ridge Town Park.

Oakley presented a memo and the capital project ordinance for Phase II of the park. He explained why the project was more expensive than the initial conceptual estimate, which included the addition of 22 parking spaces to the original 35, the addition of a new driveway, the need for additional grading, the installation of subsurface drainage to accommodate future tennis courts, and additional sidewalks and landscaping. The engineering firm of Davis Martin Powell had recommended that the Town award the contract to P&S Grading, LLC in the amount of \$228,794 which, when added to the engineering design, testing services and contingencies fee, would total \$292,594. Oakley said he was still awaiting bids for repaving the existing parking lot and patching the asphalt trails in the park.

Councilman Stone asked where the additional \$87,750 over what was approved in the capital budget would come from, and Oakley said from the general fund. Finance Officer Sam Anders said there is \$701,874 of unassigned funds in the budget at this time. Stone asked if the \$87,750 could be taken from the \$500,000 currently set aside for water, and Oakley said yes. Anders said unrestricting those funds would require a vote of the Council. Oakley said he, Parks & Recreation Director Terry Lannon and Parks & Recreation Commission Chairman Phillip Hanks planned to meet with the contractor to see if value engineering could reduce the price of the project further. Councilman Kinneman pointed out a change needed in the wording of the ordinance. Councilman Nodine noted that the price of the project is significantly more than originally estimated, and said he hoped other items approved on the capital budget are not that far off the amount estimated for them. Oakley said Council had only approved a capital plan so far, and he would present specific figures for each project for Council's approval before work begins.

Councilman Stone made a **motion** to approve the capital project ordinance for Phase II of the park as amended. **Mayor Pro Tem McClellan** seconded the motion, and it was passed unanimously (5-0).

E. Fire inspections contract.

Oakley presented the fire inspections contract with the County. He explained that the fee had gone from \$25 per hour with a \$1,000 per year cap to \$50 per hour with

no cap. He said Finance Officer Anders had done a good deal of research and looked at various options for fire inspections. Anders had said he thought the Town was likely looking at \$3,000-\$4,000 annually by contracting with Guilford County.

Council discussed what would happen if someone failed to comply with the fire marshal's office and whether the Town might be able to recoup fees for required re-inspections.

Councilman Kinneman made a **motion** to approve the contract with Guilford County for fire inspections. **Mayor Pro Tem McClellan** seconded the motion, and it was passed unanimously (5-0).

8. PUBLIC HEARING

2017-18 Fiscal Year Budget.

Finance Committee Chairman John Jenkins presented the proposed 2017-18 budget for the second public hearing. He said the \$1.5 million budget includes a reduction in property tax from 8.63 cents per \$100 of assessed property value to 8 cents per \$100. He thanked Town Manager Oakley and Finance Officer Anders for their work on the budget.

Sullivan opened the public hearing on the budget.

Proponents:

- Ann Schneider, 8506 Rosedale Drive, said she had attended budget meetings, said she thought the budget was responsible and responsive, and said she fully supported it.

Opponents:

- None

Mayor Sullivan closed the public hearing.

After discussion, **Councilman Kinneman** made a **motion** to approve the 2017-18 fiscal year budget and capital plan as submitted. **Mayor Pro Tem McClellan** seconded the motion, and it was passed unanimously (5-0).

9. CITIZEN COMMENTS

- Ann Schneider, 8506 Rosedale Drive, thanked those who had attended the historic marker dedication at the park immediately prior to that evening's Town Council meeting. She said the park was part of the Historic District, and that the open vistas are part of what makes the Town's Historic District unique. She said she looked forward to working with the Town to find other creative ways to preserve more open space within the district.

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 presented a budget amendment and made his annual request for the authority to adjust the budget through the end of the fiscal year, saying that he would report any changes back to the Council at the July 6 meeting.

Councilman Kinneman made a **motion** to approve the budget amendment. **Councilman Stone** seconded the motion, and it was passed unanimously (5-0).

Councilman Stone made a **motion** to approve the request to give the finance officer authority to adjust the budget through June 30 and report back to Council on July 6. **Councilman Kinneman** seconded the motion, and it was passed unanimously (5-0).

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

11. COMMUNITY UPDATES

A. Finance Committee.

With the budget approved, no meetings are scheduled until 2018.

B. Planning & Zoning Board.

Vice Chair Bobbi Baker said the Board had met and approved with conditions the Parker's View at Bethel Ridge subdivision plan. Planning Director Bill Bruce had then conducted a training session with the Board, which then adjourned and reconvened as the Tree Board.

C. Merchants of Oak Ridge.

Phillip Hanks, president of Merchants of Oak Ridge, reported that the annual RidgeFest celebration had begun and would continue through Saturday night. He thanked the Town for paying for the fireworks, and thanked Randy Floss for chairing the event.

D. Board of Adjustment.

No meeting

E. Historic Preservation Commission.

Chair Ann Schneider reported:

- Planning is continuing on the Explore Historic Oak Ridge event on September 16.
- Schneider and another Commission member had recently attended a Preservation Greensboro program on preservation initiatives. They had been pleasantly surprised to learn that part of the presentation was on the Town's Historic Heritage Grant program.

- This year's Historic Heritage Grants will be announced soon. Five grants will be awarded.

F. Parks & Recreation Commission.

Chairman Phillip Hanks:

- Thanked Parks & Recreation Director Lannon and his staff for their hard work on RidgeFest.
- Reported that Music in the Park will be held on June 10 and will feature The Tyler Millard Band.

12. CITIZEN COMMENTS

- John Jenkins recognized other members of the Finance Committee, which include Ray Combs, Frank Whitaker, Phillip Hanks and Patti Paslaru as well as Council liaisons Spencer Sullivan and Doug Nodine.

13. COUNCIL COMMENTS

14. ADJOURNMENT

Councilman Stone made a **motion** to adjourn the meeting at 8:59 p.m. **Councilman Kinneman** seconded the motion, and it was passed unanimously (5-0).