



**OAK RIDGE TOWN COUNCIL MEETING
FEBRUARY 1, 2018 - 7:00 P.M.
OAK RIDGE TOWN HALL**

MINUTES

Members Present

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

Staff Present

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

Members Absent

Spencer Sullivan, Mayor

1. CALL TO ORDER

Mayor Pro Tem Jim Kinneman called the meeting to order at 7:00 p.m.

A. Invocation.

Rev. Christi Taylor, associate minister at Oak Ridge United Methodist Church Church, offered the invocation.

B. Pledge of Allegiance.

2. APPROVE AGENDA

Councilman George McClellan made a **motion** to approve the meeting agenda. **Councilwoman Ann Schneider** seconded the motion, and it was passed unanimously (4-0).

3. APPROVE MINUTES

Councilwoman Schneider made a **motion** to approve the minutes of the January 4, 2018 regular meeting; the January 9, January 12 and January 23, 2018 special meetings; and the January 4, January 9, January 12 and January 23, 2018 closed sessions. **Councilman McClellan** seconded the motion, and it was passed unanimously (4-0).

4. RESOLUTIONS, PROCLAMATIONS, ANNOUNCEMENTS

None

5. REPORT FROM GUILFORD COUNTY SHERIFF'S OFFICE

Sgt. Latoya Howell reported that in January, there had been 91 calls for service in Oak Ridge, but none were for Part 1 crimes (which include breakings & enterings and violent acts such as arson, homicide and theft). She said in District 1, there had been 12 Part 1 crimes reported in January. As a crime prevention tip, she urged residents to lock the doors to their cars, even when they are parked in front of their homes.

6. REPORT FROM OAK RIDGE FIRE DEPARTMENT

Assistant Chief Sam Anders reported there had been 79 calls in January, with 41 of a medical nature and 38 of a fire/service nature. The department had received 246 man-hours of training. Anders advised residents to be sure their house number is visible at night and is posted on both sides of the mailbox in large, reflective numbers. For residents with long driveways, he urged making sure there is enough clearance for a fire truck to pass through, since inaccessibility to a residence makes it difficult for the department to reach it and could delay department personnel in case of an emergency. He said if there are questions about whether a fire department vehicle could access a house, please call the station and ask for Chief Simmons.

7. TOWN MANAGER'S REPORT

Mayor Pro Tem Kinneman introduced Bill Bruce as the new town manager. Kinneman said he appreciated all the work staff has done while Council was trying to fill the position.

A. Deputy Clerk position.

Bruce said in September, the Council had approved a temporary deputy clerk until a town manager was hired. He requested a 3-month extension while a planning director is being sought.

Councilman McClellan made a **motion** to approve the requested extension. **Councilman Nodine** seconded the motion, and it was passed unanimously (4-0).

B. Streetscape Vision Plan committee.

Bruce requested Council approve formation of a Streetscape Vision Plan committee, whose meetings would be facilitated by a consultant from the Piedmont Triad Regional Council, to be paid for with the \$33,000 downtown economic development grant received from the state. He suggested the committee be made of one representative from the Planning & Zoning Board, one representative from the Historic Preservation Commission, one representative of the Merchants of Oak Ridge, three town core residents, and three at-large representatives. Several public open houses will also be held.

Councilwoman Schneider made a **motion** to approve the formation of a Streetscape Vision Plan committee as described. **Councilman McClellan** seconded the motion, and it was passed unanimously (4-0).

C. Mountains-to-Sea Trail committee appointments.

Applications were received from Krisla Berreth, Danny Brooks, Stephanie Ferrell, Michael Kimel, Rita O. Lewandowski, Diane Paige, Martha Pittman, Bill Royal, Beverly Royals, Randy Schmitz, Beth Walker, Joel Deaton (Summerfield resident), and Dan Reinis (Kernersville resident).

Councilman McClellan made a **motion** to approve all applicants as members of the Mountains-to-Sea Trail committee. **Councilwoman Schneider** seconded the motion, and it was passed unanimously (4-0).

D. Finance committee reappointments/appointments.

Councilman McClellan made a **motion** to reappoint John Jenkins and to appoint Paul Benz, Bill Barbour and Jeff Kubly as regular members as Rick Kellam as an alternate to the Finance Committee. **Councilwoman Schneider** seconded the motion, and it was passed unanimously (4-0).

E. Report on door-to-door solicitation issue.

Bruce reported that a spreadsheet and final report on the door-to-door solicitation ordinance issue had been included in Council's packet. He asked for direction from Council on how to proceed.

Discussion ensued, with Councilman McClellan saying he felt there was a lack of interest on the part of citizens to pursue the issue further, and that the data reported by the sheriff's department seemed to indicate that the number of complaints received show that there is not a problem. He said putting out a "no soliciting" sign would help, and residents could call the sheriff's office if solicitors failed to heed the sign or refused to leave when asked to do so. Councilwoman Schneider said she felt the research by staff seemed to indicate that those municipalities that have ordinances limiting door-to-door solicitation really were not effective. She said she thought it was time to set the issue to rest. Mayor Pro Tem Kinneman agreed, saying he had no problem continuing to monitor the issue. While the sheriff's office could contact the Town if there appeared to be an uptick in complaints, Kinneman said he did not think staff needed to do anything further; Council agreed by consensus.

8. NEW BUSINESS

Solid Waste Franchise Agreement.

Mayor Pro Tem Kinneman said he understood the ordinance needed to be read twice before it was approved. He said this was not a public hearing, but any citizens with comments about the solid waste service could speak about it during the Public Comments portion of the meeting.

Bruce presented the Solid Waste Franchise Ordinance, which is hereby incorporated by reference and made a part of the minutes, and said the agreement with Waste Industries was essentially the same as it had been since adopted in 2009 with proposed rates as included in the packet. The agreement included some provisions

for rate increases. He said Seth Heath of Waste Industries was present to answer questions.

Councilman Doug Nodine asked if all the rates would remain the same as what residents are currently paying. Heath said there would be a slight increase. He said with the three-year extension, Waste Industries was proposing to keep prices firm but allow for adjustments based on the Consumer Price Index. He said he did not think there had been any increases from the original contract date in 2001 until 2009, no adjustments between 2009 and 2012, and no adjustments in the last two years.

Nodine asked if this type of agreement should be bid out, and Town Attorney Michael Thomas explained that this is an exclusive franchise agreement and it would be up to other companies to approach the Town if they are also interested in getting a franchise agreement. Thomas said the Council could give an exclusive franchise agreement to one company, it could give franchise agreements to more than one company, or the Town could take care of its own garbage and recycling services. He said this was not the type of agreement where the Town would solicit bids.

Councilman Nodine made a **motion** to approve the first reading of the Solid Waste Franchise Ordinance. **Councilwoman Schneider** seconded the motion, and it was passed unanimously (4-0).

9. PUBLIC COMMENTS

- Martha Pittman, 8018 Fogleman Road, said she recently had a large item for disposal. She put in an email request, and within a day Waste Industries had contacted her, letting her know what day it would be picked up and other pertinent information. She said she was a satisfied customer.

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 requested Council change the payroll dates for staff from 26 per year (every two weeks) to 24 per year (twice a month). Anders also submitted a budget amendment for approval.

Councilman Nodine made a **motion** to accept the financial report. **Councilman McClellan** seconded the motion, and it was passed unanimously (4-0).

Councilman Nodine made a **motion** to approve the requested payroll date changes. **Councilman McClellan** seconded the motion, and it was passed unanimously (4-0).

Councilman McClellan made a **motion** to approve the budget amendment. **Councilwoman Schneider** seconded the motion, and it was passed unanimously (4-0).

11. COMMUNITY UPDATES

A. Planning & Zoning Board.

No meeting

B. Merchants of Oak Ridge.

Ann Schneider announced the organization's \$2,000 annual scholarship for a Northwest High School senior, and said the application is available on the website.

C. Board of Adjustment.

No meeting

D. Historic Preservation Commission.

Vice Chair Debbie Shoenfeld reported there was no meeting, but members are working on a historic marker, and are gearing up for the annual grants.

E. Parks & Recreation Commission.

No report

F. Finance Committee.

Chair John Jenkins announced the first meeting of the year on February 5.

12. PUBLIC COMMENTS

- Beth Walker, 5200 Millstone Road, congratulated Bill Bruce on being named Town Manager, and said the Town had a well-educated and well-prepared staff that does not get thanked enough.

13. COUNCIL COMMENTS

14. ADJOURNMENT

Councilman Nodine made a **motion** to adjourn the meeting at 7:50 p.m. **Councilwoman Schneider** seconded the motion, and it was passed unanimously (4-0).

Respectfully Submitted:

Sandra B. Smith, NCCMC, CMC
Town Clerk

Spencer Sullivan
Mayor