



**OAK RIDGE TOWN COUNCIL MEETING  
AUGUST 5, 2021 – 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  
Ashley Royal, Deputy Clerk  
Sean Taylor, Planning Director  
Michael Thomas, Town Attorney  
Sam Anders, Finance Officer

**1. CALL TO ORDER**

Mayor Ann Schneider called the meeting to order at 7:00 p.m.

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

Beth Browning offered the invocation.

**B. Pledge of Allegiance.**

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

Mayor Schneider asked that members of the public who were unvaccinated wear their masks during the meeting. She said the public had been invited to join either in person or by viewing the livestream, and instructions had been widely publicized. She said the Town is meeting all statutory requirements while complying with the Governor's Emergency Order.

**3. APPROVE AGENDA**

*Councilman Jim Kinneman made a motion to approve the agenda as presented, and Councilwoman Martha Pittman seconded. The motion was passed unanimously (5-0).*

**4. APPROVAL OF MEETING MINUTES**

*Councilwoman Martha Pittman moved that the minutes of the June 29, 2021 special meeting minutes and the July 1, 2021 regular meeting be approved, and Councilman George McClellan seconded. The motion was passed unanimously (5-0).*

**5. RESOLUTIONS, PROCLAMATIONS, ANNOUNCEMENTS**

None

**6. REPORT FROM GUILFORD COUNTY SHERIFF'S OFFICE**

Sgt. RD. Seals reported there had been 86 calls for service, with 15 reports taken, and eight reports related to one residence. He said the calls included an issue of checks stolen from a mailbox, a fraud case, and an incident of a car in the park breaking into vehicles whose drivers had left purses in sight. He said catalytic converters continue being stolen from vehicles.

Councilman McClellan asked about a domestic incident in the Golden Acres subdivision. Seals said the issue had escalated to a resident firing rounds of ammunition into the area, and there were repeated issues that day. He said the Sheriff's Office had been unable to make contact with the resident, and it obtained an arrest warrant. The suspect was arrested the following morning without incident.

**7. REPORT FROM OAK RIDGE FIRE DEPARTMENT**

Chief Ken Gibson reported there had been 62 calls during the month of July, which was down slightly from normal. He said there had been 24 medical calls, and the rest were service calls. Gibson said personnel had received 603 hours of training. He noted that August was Traffic Awareness Month. He advised pedestrians and bikers to wear bright colors and refrain from using a cell phone during their activity. He also encouraged residents to have a readable number on their mailboxes so they could be easily located during an emergency. For information, Gibson said to call the department.

**8. TOWN MANAGER'S REPORT**

**A. Consideration/approval of agreement with Guilford County for animal control and animal shelter services.**

Bruce said a similar agreement had been in place since 2000, and it was last renewed in 2016. The only changes were that the term was changing from 5 to 3 years and the cost was being increased. He added that all the County's municipalities who contract with the County for these services had seen an identical service agreement.

*Councilwoman Martha Pittman made a motion to approve the agreement, and Councilman Doug Nodine seconded.*

In response to a question from Pittman, Bruce said Finance Officer Sam Anders had confirmed that the cost for calls is based on the Town's population.

*The motion was passed unanimously (5-0).*

**B. Consideration/approval of budget amendment to add \$447.00 raised in FY 2020-21 to the Veterans Memorial restricted fund.**

*Councilman George McClellan made a motion to approve the budget amendment, and Mayor Pro Tem Jim Kinneman seconded.*

Mayor Schneider reiterated that the money was raised for the Veterans Memorial Fund and it simply needed to be moved into the restricted fund with the other donations.

*The motion was passed unanimously (5-0).*

**C. Consideration/approval of recommendation to declare 2005 GMC Sierra 1500 truck as surplus.**

Town Manager Bruce stated that the Town had recently purchased a new work truck for use in the park, and the existing truck is no longer needed. He explained that Council's approval would allow for the sale of the vehicle.

*Mayor Pro Tem Jim Kinneman moved to approve the request, and Councilwoman Martha Pittman seconded. The motion was passed unanimously (5-0).*

**D. Other business.**

- Bruce gave an update of the status of the engineering and design of the Heritage Farm Park. Mayor Schneider said the Town Council will seek input from the Finance Committee regarding moving forward with the project and Council will make the final decision regarding whether to construct the project in phases. Council's consensus was to move forward as discussed.
- Bruce also gave an update on staff's proposed plan regarding voluntarily annexing eligible satellite properties, saying that he recommended folding the current requests in with the next round of petitions that will begin being accepted in January 2022. He said those eligible voluntarily annexations would be effective July 1, 2022. At Council's direction, Bruce noted that there would be an open period each year to accept voluntary annexation petitions.

*Councilman George McClellan made a motion to include the requests eligible for satellite voluntary annexation that are currently on file with those received in 2022, and Councilwoman Martha Pittman seconded. The motion was passed unanimously (5-0).*

**11. NEW BUSINESS**

**Consideration/Approval of O-2021-14 to change the speed limit on Peeples Road to 35 mph.**

*Councilman George McClellan made a motion to approve O-2021-14, and Councilwoman Martha Pittman seconded. The motion was passed unanimously (5-0).*

**12. PUBLIC COMMENTS**

- Randy Collins, 4514 Peeples Road, Oak Ridge, and Kevin Jones, 4508 Peeples Road, Oak Ridge, thanked Council for approving the speed limit change on Peeples Road, which had been initiated by citizens of that area.
- JoAnne Saunders, 8208 Kelly Ford Road, Oak Ridge, asked that the speed limit traveling in both directions, but particularly north, beyond Meadows Road be lowered. As a dead-end road, she said larger trucks and delivery vans have no way to turn around, so they back out onto NC 68. She added that her daughter's vehicle was rear-ended and totaled as it turned off NC 68.

**13. MONTHLY FINACIAL UPDATE**

Finance Officer Sam Anders presented the financial report, which is hereby incorporated by reference and made a part of the minutes. He explained several year-end budget amendments he had made as authorized by Council, and he asked that the \$359,850 in budget amendments now be approved.

*Mayor Pro Tem Jim Kinneman motioned to approve the budget amendments as presented. Councilwoman Martha Pittman seconded the motion. The motion was passed unanimously (5-0).*

*Councilman George McClellan made a motion to approve the Town's annual engagement letter with Samuel K. Anders, CPA, MSA, and Councilwoman Martha Pittman seconded. The motion was passed unanimously (5-0).*

*Councilman George McClellan made a motion to accept the financial report as presented. Mayor Pro Tem Jim Kinneman seconded. The motion was passed unanimously (5-0).*

**14. COMMITTEE REPORTS**

**A. Conservation Easement Committee.**

No meeting

**B. Special Events Committee.**

Patti Dmuchowski said that the committee had received a \$10,000 donation for the Veterans Honor Green and would now begin fundraising in earnest. She said the committee would work in the concession trailer at RidgeFest, would sponsor a baking and beard contest at Heritage Day, and was making plans for Light Up the Night on December 4.

**C. Parks & Recreation Advisory Board**

Co-Chair John Browning reported that Piedmont Forest School would hold a 12-week program in the park. He said the previous Music in the Park event was a community event and the next one was planned for August 14.

**D. Finance Committee.**

No meeting

**E. Water Advisory Board.**

No meeting

**F. Historic Preservation Commission.**

Chair Debbie Shoenfeld said at its last meeting the Commission had approved a Certificate of Appropriateness for updated signage from Truist. It continued to work on its history of Oak Ridge book project, which it plans to have printed next fiscal year.

**G. Planning & Zoning Board**

Deputy Clerk Ashley Royal read the report, which is hereby incorporated by reference and made a part of the minutes.

**H. Mountains-to-Sea Trail.**

Royal read the report, which is hereby incorporated by reference and made a part of the minutes.

**15. COMMUNITY ORGANIZATION REPORTS**

**A. Oak Ridge Military Academy.**

No report

**B. Oak Ridge Elementary School.**

Royal read a report submitted by Penny Loschin, school principal, which is hereby incorporated by reference and made a part of the minutes.

**C. Oak Ridge Youth Association.**

Royal read the report, which is hereby incorporated by reference and made a part of the minutes.

**16. PUBLIC COMMENTS**

- Patti Dmuchowski, 7320 Hidden View Drive, Oak Ridge, spoke about the crosswalks in the Town park, saying that drivers often do not stop for walkers and that signs should be posted to warn pedestrians to aware.

- Mike Stone, 8112 Hunting Cog Road, Oak Ridge, said RidgeFest will kick off in 5 weeks and that it will be a much-needed party for Oak Ridge with games, rides, a cruise-in, food, fireworks and other festivities planned. He also noted that there would be some commemoration of the 20<sup>th</sup> anniversary of September 11.

17. COUNCIL COMMENTS

- Councilwoman Pittman noted during her comments that at a special called meeting on July 22, Council took action to demonstrate its commitment to establishing a small, locally controlled water system by approving a utility management service agreement with Envirolink. She added that clean, available, affordable water was essential to the economic and physical health of any town and that water for fire suppression was important for public safety.

18. ADJOURNMENT

*Mayor Pro Tem Jim Kinneman made a motion to adjourn the meeting at 8:17 p.m. and Councilwoman Martha Pittman seconded. The motion was passed unanimously (5-0).*