



**OAK RIDGE TOWN COUNCIL MEETING  
OCTOBER 5, 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**

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

**1. CALL TO ORDER**

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

**A. Invocation.**

Pastor Carol Foltz, minister of Moravia Moravian Church, offered the invocation.

**B. Pledge of Allegiance.**

**2. APPROVE AGENDA**

**Mayor Pro Tem George McClellan** made a **motion** to approve the meeting agenda. **Councilman Jim Kinneman** 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 September 7, 2017 meeting, the September 26, 2017 special meeting, and the August 3, 2017 closed session. **Councilman Mike Stone** seconded the motion, and it was passed unanimously (5-0).

**4. RESOLUTIONS, PROCLAMATIONS, ANNOUNCEMENTS**

None

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

Sgt. Eric League introduced Lt. Fred Antonelli, who was also attending the meeting. League said crime is down in District 1 for the year. He said there had been a few

crimes reported at the park where suspects had stolen valuables that were left in plain sight in a vehicle. He said they had photos of the suspects and a vehicle, and asked meeting attendees to look at them to see if anyone could identify the suspects.

League said a hot topic recently had been about door-to-door solicitors. He said he had spoken with the sheriff's office's legal advisors, who had said if there is not a "no soliciting" or "no trespassing" sign or a gate, anyone can knock on the door. He advised residents to install a sign, and if a solicitor knocks, they can refuse to answer the door, or they can ask the person to leave their property. If the solicitor acts suspicious, League advised residents to call 9-1-1.

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

Assistant Chief Sam Anders said Chief Steve Simmons was unable to attend the meeting because he was responding to an accident on NC 68. Anders reminded attendees of the annual Firemen's BBQ that weekend.

**7. TOWN MANAGERS' REPORT**

**A. Committee appointment/reappointment.**

**Mayor Pro Tem McClellan** made a **motion** to appoint Mike Cronan as a Parks & Recreation Commission alternate. **Councilman Doug Nodine** seconded the motion, and it was passed unanimously (5-0).

**Councilman Kinneman** made a **motion** to re-appoint Steve Wilson to the Planning & Zoning Board. **Councilman Stone** seconded the motion, and it was passed unanimously (5-0).

**B. Deputy clerk position.**

Smith announced that Ashley Royal had been hired as temporary part-time deputy clerk.

**8. PUBLIC COMMENTS**

- Patti Paslaru, 8543 Linville Road, said there was a business operating out of a house that is in violation of the Town's zoning laws. She asked for the Council's support in taking the next steps to enforce the zoning violations at 8539 Linville Road.
- John Gudat, 5627 Cape Fox Drive, read a prepared statement on door-to-door solicitors and magazine salespeople. He said his comments did not apply to organizations such as Scouts, or to political or religious groups. Gudat said door-to-door solicitors often prey on elderly or young mothers at home alone, and they can assess the worth of a home by looking inside an open door. He said some towns require obtaining a permit, registering with local law enforcement, or applying for a temporary business license. He asked the Town Council to be pro-active and set up some type of system for permits before an unfortunate event occurs.

Mayor Sullivan said the Council had discussed the matter before and that the sheriff's office had offered practical advice. He said often the businesses are itinerants that would not know about Town ordinances or apply for any type of permit. He agreed with sheriff's office personnel and said the best advice was to put up a "no soliciting" sign and call 9-1-1 if solicitors cause concerns. Sullivan said the Council was in discussions with the Town Attorney regarding a permitting process, but even requiring permits would not guarantee something bad would not happen.

The Council discussed the issue briefly and Councilman Nodine asked if further discussion of the issue could be put on the following month's agenda.

- Gray Cassell, 107 Barden Drive, showed a video he had created of the participants of the Cycle NC event who camped at Oak Ridge Town Park on October 2-3.

## 9. MONTHLY FINANCIAL UPDATE

Finance Officer Sam Anders presented the financial report, which is hereby incorporated by reference and made a part of the minutes.

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

## 10. COMMUNITY UPDATES

### A. Board of Adjustment.

No meeting

### B. Historic Preservation Commission.

Chair Ann Schneider reported:

- HPC had no regular meeting this month, as there were no COAs.
- The Explore Historic Oak Ridge event was a huge success, with more than 550 tickets sold. She thanked staff for their assistance, and said the proceeds will go toward the Historic Heritage Grant program.
- The next meeting is October 18.

### C. Parks & Recreation Commission.

Town Clerk Sandra Smith reported:

- Heritage Day on September 30 was very successful and was well attended.
- The Light Up the Night luminary event is scheduled for December 2.

### D. Finance Committee.

None

### E. Planning & Zoning Board.

Chair Ron Simpson reported that the Board had met and re-approved the subdivision plan for Phases 3 and 4 of the Riverside at Oak Ridge subdivision, which had lapsed.

**F. Merchants of Oak Ridge.**

Phillip Hanks invited everyone to the Great Pumpkin Event on October 28 at Oak Ridge Commons shopping center.

**11. PUBLIC COMMENTS**

None

**12. COUNCIL COMMENTS**

**13. ADJOURNMENT**

**Councilman Stone** made a **motion** to adjourn the meeting at 7:56 p.m. **Mayor Pro Tem McClellan** seconded the motion, and it was passed unanimously (5-0).

Respectfully Submitted:

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Sandra B. Smith, NCCMC, CMC  
Town Clerk

Spender Sullivan  
Mayor