



**OAK RIDGE TOWN COUNCIL MEETING  
NOVEMBER 3, 2022 - 7:00 P.M.  
OAK RIDGE FIRST BAPTIST CHURCH**

**MINUTES**

**Members Present**

Ann Schneider, Mayor  
Jim Kinneman, Mayor Pro Tem  
George McClellan  
Martha Pittman  
Spencer Sullivan

**Staff Present**

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

**1. CALL TO ORDER**

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

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

Pastor James Webster of Oak Ridge First Baptist Church offered the invocation.

**B. Pledge of Allegiance.**

**2. APPROVE AGENDA**

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

**3. APPROVAL OF MEETING MINUTES**

*Councilman George McClellan moved that the minutes of the October 6, 2022, regular meeting be approved, and Councilman Spencer Sullivan seconded. The motion was passed unanimously (5-0).*

**4. RESOLUTIONS, PROCLAMATIONS, ANNOUNCEMENTS**

Proclamation of Appreciation to Oak Ridge First Baptist Church

Mayor Schneider read a proclamation expressing the Town's appreciation to the church for hosting the meeting in their Family Life Center. The proclamation noted the church had been an integral part of Oak Ridge for more than 100 years.

Schneider thanked town staff for handling the details involved in shifting the meeting from Town Hall to the church in order for early voting to take place in council chambers.

Schneider expressed condolences for the death of Aliyah Thornhill who died after being struck by a vehicle on Haw River Road on Halloween night. She said that Council was committed to improving safety in Oak Ridge. Schneider led a moment of silence to honor Thornhill and Noah Chambers who died three years ago after being hit by a car on Halloween on Haw River Road.

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

Cpl. J. Swaringen reported that 201 calls had been received for the month of October, including some vehicle break-ins at Oak Ridge Town Park. He said that four cars were broken into on October 6, 2022, while the Council's monthly meeting was occurring. Swaringen said all four incidents involved culprits smashing windows to steal items left in plain sight. He encouraged people visiting Oak Ridge Town Park to place their valuables in their vehicles out of sight or at home.

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

Chief Gibson reported that there were 87 calls in October, including 36 medical-related calls and 667 hours of training. He said that the North Carolina Department of Insurance conducted its five-year audit of the department in July that resulted in an improvement to Oak Ridge's Insurance Services Office rating for fire preparedness. Gibson noted the better rating may result in lower insurance rates for homeowners and business owners.

**7. ANNUAL FINANCIAL AUDIT REPORT**

Chad Cook, senior manager at Dixon Hughes Goodman, told Council that Oak Ridge's financial audit for the fiscal year 2021-2022 that ended on June 30, 2022, revealed no problems. The audit report is hereby incorporated by reference and made a part of the minutes.

**8. TOWN MANAGER'S REPORT**

- A. Consideration/Approval of appointment/reappointment of Ron Simpson to Planning & Zoning Board, Craig Rosenfeld as Planning & Zoning alternate, Adrian Eckenrod from Parks & Recreation Board alternate to full member, and Randy Collins as Parks & Recreation Board alternate.**

*Councilwoman Martha Pittman made a motion to reappoint Ron Simpson to Planning & Zoning Board, appoint Craig Rosenfeld as Planning & Zoning alternate, appoint Adrian Eckenrod from Parks & Recreation Board alternate to full member, and appoint Randy Collins as Parks & Recreation Board alternate and Councilman George McClellan seconded. The motion was passed unanimously (5-0).*

**B. Consideration/Approval of 2023 ORYA Usage Agreement.**

Bruce said that ORYA's teams practice and play games on the athletic fields in Oak Ridge Town Park and that the organization pays a fee for the use, maintenance and preparation of the fields. He said that as part of its support of parks and recreation programs in the community that the Town gives ORYA an annual subsidy of \$30,000 to cover the usage fees. Bruce said that the terms of the new agreement were effectively identical to this year's agreement and had been approved the Parks & Recreation Advisory Board and ORYA.

*Mayor Pro Tem Jim Kinneman made a motion to approve the 2023 ORYA Usage Agreement, and Councilman George McClellan seconded.*

*Council discussion:*

Councilwoman Pittman said that she was happy that Council would be approving this agreement. She said that the Town would continue to support the ORYA partnership in the way of the \$30,000 stipend. Pittman said that the agreement clearly defines the responsibilities of the town and ORYA.

McClellan said that agreement specifies that ORYA is required to mention the Town in all their advertising as a partner.

Kinneman said that the stipend is different than in other places. He said that the partnership gives ORYA \$30,000 to pay for things. Kinneman said that they are basically using the park for no additional cost. He said that the Town would continue to support ORYA which was a purely volunteer organization.

Sullivan said that the partnership that the Town had with ORYA was vital to the larger area. He said that half of the youth who participate in ORYA activities do not actually live in Oak Ridge.

Schneider said that she was excited about the Usage Agreement mainly because of the partnership between ORYA and the Town. She said that one of the reasons that the partnership worked so well is due to town staff. Schneider complimented the Town's Parks and Recreation staff for the immaculate condition of the athletic fields.

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

**C. Any other business.**

Bruce provided an update on some of the Town's capital projects. He said that later this month that town staff may advertise for bids from general contractors for the development of Heritage Farm Park with plans to open the bid and select a contractor in early January. Bruce said that at next month's meeting that he anticipated presenting the proposed agreement between the Town and NCDOT for sidewalks and other improvements on HWY 68 and NC 150. He said that the upgrades to the main intersection as well as the construction of the two

roundabouts are slated to begin next fall. Bruce said that this would be a major two-year project and would impact traffic.

**9. NEW BUSINESS**

Consideration/Approval of Resolution R-2022-07 Allowable Costs Policy and Resolution R-22-08 Eligible Use Policy.

Bruce said that the adoption of Resolutions R-22-07 and R-22-08 were required elements of the Town's acceptance and allocation of American Rescue Plan Act (ARPA) funding. He said that both policies were crafted using templates provided by the UNC School of Government. Bruce said that the Town's decision to apply 100% of direct allocation of the \$1.65 million to the construction of Heritage Farm Park fully complied with both policies.

*Councilman Spencer Sullivan made a motion to adopt Resolution R-22-07 Allowable Costs Policy and R-2022-08 Eligible Use Policy, and Councilman George McClellan seconded.*

*Council discussion:*

McClellan asked if these resolutions were for the original ARPA money, and Bruce replied yes but that it would not affect the county money.

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

**10. PUBLIC COMMENTS**

- Beth Woodard, 8912 Grove Park Drive, Oak Ridge, said that she would like dedicated pickleball courts to be built at Heritage Farm Park. She said that two pickleball courts would easily fit onto one tennis court.
- Laura Peoples, 1826 Oak Ridge Road, Oak Ridge, thanked the Parks & Advisory Board for their support with setting up a temporary pickleball court in the parking lot at Oak Ridge Town Park. She said that she wanted permanent pickleball courts to be incorporated into Heritage Farm Park.
- Brooke Tilley said that her son, Noah Chambers, was killed three years ago, and urged NCDOT and other authorities to improve safety conditions on Haw River Road.
- Sarah Vernon, 814 Lawndale Drive, #197, Reidsville, offered her prayers to the families of Noah Chambers and Aliyah Thornhill.
- Pamela Garner, Greensboro, urged Council to install lights, stop signs and speed bumps on Haw River Road.
- Sandra Brown thanked Mayor Schneider for reaching out to NCDOT to discuss possible safety improvements.

- Danny O'Connor, 7565 Barbera Drive, Kernersville, vice president of the Arbor Run homeowners' association said that he would like to see tractor-trailer trucks banned from Haw River Road and the speed limit reduced.

**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.

*Councilman George McClellan made a motion to accept the financial report as presented, and Councilwoman Martha Pittman seconded. The motion was passed unanimously (5-0).*

**11. COMMITTEE REPORTS**

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

Councilwoman Pittman said that 35 people attended the opening ceremony for the Headwaters Trail that was held on Friday, October 21, 2022. She said that the next workday would be held on Saturday, November 19, 2022, from 9 a.m. – noon. - focus

**B. Conservation Easement Committee**

Chair Stephanie Ferrell said that the committee had met on October 19, 2022, and had identified nine priority properties that met the qualifications of the CORE Initiative. She said that committee members had spoken to six of the nine property owners who had expressed an interest in learning more about the program.

**C. Special Events Committee**

Chair Patti Dmuchowski reported that the committee needed volunteers to set up more than 1,300 luminaries for Light Up the Night festivities on Saturday, December 3, 2022. She said that Veterans Day ceremony would be held on Friday, November 11, 2022, at 10 a.m.

**D. Parks & Recreation Advisory Board**

Co-chair John Garrett reported that the Board met on October 20, 2022, and approved three requests by ORYA. He said that the Board approved the Teen Leadership Team showing Halloween movies during Terror Trails nights, a baseball charity event for Toys for Tots, and a Teen Leadership 5K run.

**E. Finance Committee**

No meeting

**F. Water Advisory Committee**

No meeting

**G. Historic Preservation Commission**

Commission member Barbara Engel reported that the Commission met on October 19, 2022 and approved a COA for Sam Anders to demolish non-contributing structures on Oak Ridge Road and a COA for the Town to renovate the Farmhouse Community Center located at 8300 Linville Road.

**H. Planning & Zoning Board**

Board member Patti Paslaru reported that the Board met on October 25, 2022 and approved a site plan for a fire training facility to be built behind the Oak Ridge Fire Department on Linville Road. She said that the Board also discussed having the responsibilities for the Tree Board be removed from Planning & Zoning due to new regulations requiring that the Tree Board be an identity in and of itself.

**12. COMMUNITY ORGANIZATION REPORTS**

**A. Oak Ridge Military Academy**

No report

**B. Oak Ridge Elementary School**

No report

**C. Triad Municipal ABC Board**

No report

**D. Oak Ridge Youth Association**

No report

**13. PUBLIC COMMENTS**

- Danny O'Connor, 7565 Barbera Drive, Kernersville, announced that a car show event was held at StokeRidge Tavern on the second Saturday of every month from 8 a.m. – noon. He said that the event on Saturday, December 12, 2022, would include collecting toys for children for the holidays.

**14. COUNCIL COMMENTS**

All Council members expressed their condolences to the families of Aliyah Thornhill and Noah Chambers.

**15. ADJOURNMENT**

*Mayor Pro Jim Kinneman moved to adjourn the meeting at 8:38 p.m., and Councilman George McClellan seconded. The motion was passed unanimously (5-0).*

Respectfully Submitted:

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Sandra B. Smith  
Asst. Town Mgr./ Town Clerk

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Ann K. Schneider  
Mayor