



**OAK RIDGE TOWN COUNCIL MEETING
DECEMBER 1, 2022 - 7:00 P.M.
OAK RIDGE TOWN HALL**

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.

James Smith, interim principal at Oak Ridge Elementary School, 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 Spencer Sullivan moved that the minutes of the November 3, 2022, regular meeting be approved, and Councilman George McClellan seconded. The motion was passed unanimously (5-0).

4. REPORT FROM GUILFORD COUNTY SHERIFF'S OFFICE

Cpl. J. Swaringen reported that 173 calls had been received for the month of November, including an attempted break-in at CVS Pharmacy at N.C. 68 and 150. He said that the CVS and Tractor Supply stores reported two shoplifting incidents. Swaringen said that there were numerous vehicle break-ins in the area (i.e., not all in Oak Ridge) and the theft of two vehicles in the Haw River Road area which were

left unlocked with keys in the ignition. He said that officers had responded to thefts from two vehicles at Oak Ridge Town Park. Swaringen noted that the incidents served as a good reminder to leave property hidden in vehicles, since in each of the break-ins property was visible, and to make sure that vehicles are locked at all times.

5. REPORT FROM OAK RIDGE FIRE DEPARTMENT

Lt. Hampton Staunton reported that there were 50 calls in November, including 45 medical-related calls and 535 hours of training. He urged homeowners to keep cut Christmas trees watered to help prevent house fires.

6. PUBLIC HEARINGS

- A. CASE # RZ-22-02:RS-30** (Residential, minimum 30,000-square-foot lots) to PI (Public and Institutional). The property is at 8300 Linville Road and is located on the northeastern corner of the intersection of Linville Road and Lisa Drive in Oak Ridge Township. It is Guilford County Tax Parcel #165094 (approx. 1.23 acres), owned by the Town of Oak Ridge. The property is in the Oak Ridge Scenic Corridor Overlay and Oak Ridge Historic District Overlay Zones.

Planning Sean Taylor presented his staff report which is hereby incorporated by reference and made a part of the minutes. He said that the Planning & Zoning Board recommended approval of the rezoning by a vote of (6-0).

Schneider opened the public hearing.

Proponents:
None

Opponents:
None

With no need for rebuttal, Schneider closed the public hearing.

Councilman George McClellan made a motion to approve the proposed zoning amendment for Case #RZ-22-02 based upon it being consistent with the adopted comprehensive plan, is reasonable and is in the public interest, and Councilwoman Martha Pittman seconded. The motion was passed unanimously (5-0).

- C. TEXT AMENDMENT.** Amendment to Chapter 30 of the Town of Oak Ridge Code of Ordinances to amend a portion of Article IV Boards and Commissions, Division 2, Planning and Zoning Board, Section 30-168 Powers and Duties ordinance, and creation of a new Chapter 37 TREES for the purpose of regulating trees on municipally owned property and trees maintained by the Town in public rights-of-way.

Taylor read the staff comments which is hereby incorporated by reference and made a part of the minutes. He said that the Planning & Zoning Board recommended approval of the text amendment by a vote of (6-0).

Schneider opened the public hearing.

Proponents:

None

Opponents:

None

With no need for rebuttal, Schneider closed the public hearing.

Councilwoman Martha Pittman made a motion to approve the proposed text amendments to Oak Ridge Code of Ordinances by removing item nine from section 30-168 - Powers and Duties of the Planning and Zoning Board and by adding Chapter 37 – Trees to codify the regulation of public and street trees and establish the Tree Board, and Councilman George McClellan seconded. The motion was passed unanimously (5-0).

7. RESOLUTIONS, PROCLAMATIONS, ANNOUNCEMENTS

A. Recognition and Remembrances of Carolyn Brown.

Schneider invited audience and council members to share their remembrances about longtime Oak Ridge resident who passed away on November 15, 2022. Several audience members and all council members spoke about their reflections on Brown.

B. Proclamation of Appreciation to Guilford Battle Chapter of Daughters of the American Revolution.

Schneider presented a proclamation expressing Oak Ridge's appreciation to the Guilford Battle Chapter of Daughters of the American Revolution for their work on clearing graves at the Old Union Cemetery.

C. Presentation of Veterans Honor Green Donation by Scout Nick Jamieson.

Nick Jamieson, a Scout with Oak Ridge Troop 600, presented a check for \$5,002.27 as a donation to the Veterans Honor Green. Jamieson organized the Veterans Honor Run 5K and 1-mile fun run, which was held in the Town Park on October 15, 2022, with proceeds earmarked for the veterans' site.

D. Treasure Tree Presentation.

The town's Tree Board presented a book of photographs showcasing 30 trees that were recognized for their height and historical significance. The Board selected them as Treasure Trees in a 2019 competition.

8. TOWN MANAGER'S REPORT

A. Consideration/Approval of:

- Reappointment of Beth Walker to Board of Adjustment.

Councilwoman Martha Pittman made a motion to reappoint Beth Walker to Board of Adjustment, and Councilman Spencer Sullivan seconded. The motion was passed unanimously (5-0).

- Appointment of John Browning, Austin Goldman, Roy Nydorf, and Nancy Stoudemire to Tree Board.

Mayor Pro Tem Jim Kinneman made a motion to appoint John Browning and Austin Goldman to three year terms and Roy Nydorf and Nancy Stoudemire to 2-year terms to the Tree Board, and Councilman George McClellan seconded. The motion was passed unanimously. (5-0).

B. Discussion/Approval of 2023 Meeting Schedule and Holiday Schedule.

Bruce said that the holiday schedule followed the State of North Carolina holiday schedule. He said that the meeting schedule had some slight changes to avoid meeting during holiday weeks.

Schneider said that that Town Council meetings in April and July were adjusted to avoid meeting during Holy Week and the week of the Fourth of July. She said that the December meeting schedule had been adjusted for some committees to avoid meeting so close to Christmas.

Councilman George McClellan made a motion to approve the 2023 Meeting Schedule and Holiday Schedule, and Councilwoman Martha Pittman seconded. The motion was passed unanimously (5-0).

C. Social Media Policy.

Assistant Town Manager/Town Clerk Sandra Smith reviewed the proposed Social Media Policy which is hereby incorporated by reference and made a part of the minutes. She said that the policy would give town staff permission to hide or delete comments deemed vulgar, threatening, false and inappropriate. The policy would apply to Oak Ridge's website, Facebook page and Nextdoor posts.

Councilman Spencer Sullivan made a motion to approve P-2022-05- Social Media Policy, and Mayor Pro Tem Jim Kinneman seconded. The motion was passed unanimously (5-0).

9. NEW BUSINESS

Consideration/Approval of Resolution authorizing staff to seek Heritage Farm Park financing.

Bruce said that resolution would authorize staff to request financing for Heritage Farm Park. He said that park design, engineering and county and state permitting had been complete. Bruce said that the town had advertised to seek bids for a general contractor

for the project on November 17, 2022, setting a deadline of January 10, 2023, to receive bids.

Schneider said that Council had already voted to allocate \$1.656 million in funding allocated to Oak Ridge from American Rescue Plan Act to the Heritage Farm Park project. She said that the town had also received an PARTF grant of \$490,000 for the park project. Schneider said that interest rates had risen dramatically as had constructions costs making it necessary for the town to update financing plans from a previous resolution.

Councilman Spencer Sullivan made a motion to approve R-2202-09 authorizing staff to contact lenders to request financing proposals up to \$3 million in the form of a loan with a 15-year term with the best possible interest rate and no prepayment penalty, for the purpose of financing a portion of the construction of Heritage Farm Park, and Councilman George McClellan seconded. The motion was passed unanimously (5-0).

10. PUBLIC COMMENTS

None

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. Conservation Easement Committee

Chair Stephanie Ferrell said that the committee had met on November 16, 2022, and were joined by representatives from the Piedmont Land Conservancy who had been approached by two property owners interested in possible conservation easements. She said that two other property owners were also interested in placing easements on their historic structures.

B. Special Events Committee

Chair Patti Dmuchowski reported that the Veterans Day ceremony was very successful. She thanked the Special Events Committee for their hard work on planning for Light Up the Night festivities scheduled for Saturday, December 3, 2022.

C. Parks & Recreation Advisory Board

Co-chair John Garrett reported that the Board met on November 17, 2022, and discussed potential equipment options for the playground at Heritage Farm Park.

D. Finance Committee

No meeting

E. Water Advisory Committee

No meeting

F. Historic Preservation Commission

No meeting

G. Planning & Zoning Board

Board member Patrick Fiorentino reported that the Board met on November 17, 2022 and recommended that Council approve the rezoning for the property located at 8300 Linville Road. He said that the Board also recommended that Council amend that town's ordinances to accommodate the regulation of trees.

Taylor reported that Planning & Zoning Board members, as well as Board of Adjustment members had received training from the School of Government.

H. Mountains-to-Sea Trail Committee

Committee member Stephanie Ferrell reported that the committee had met on November 29, 2022 and said that preventative maintenance was being planned for sections of the Headwaters Trail. She said that a workday would be held on December 17, 2022 to work on trails behind Pemberly Estates. Ferrell said that 2023 would be the Year of the Trail.

12. COMMUNITY ORGANIZATION REPORTS

A. Triad Municipal ABC Board

Jimm Barbery, Oak Ridge's representative on the Triad Municipal ABC Board, reported alcohol sales were up due to increased availability of liquor. He said that the town had received a check for \$42,000 for the quarter ending in September.

B. Oak Ridge Elementary School

Mayor Jim Kinneman read a report from interim principal James Smith, who had to leave the meeting early, that reported that ongoing efforts were being made to resolve problems related to parents dropping off their children in the mornings. Smith said that he had met recently with Councilman McClellan, North Carolina Department of Public Transportation, and incoming county commissioner Tillman

to discuss concerns regarding traffic raised by neighbors living in Twelve Oaks and Oak Ridge Plantation subdivisions.

C. Oak Ridge Youth Association

Randy Collins, ORYA's community relations director, said the organization was seeking volunteers to fill several positions. He said that ORYA had recently developed a new website and that the organization had sent out a survey to parents for feedback on how they could improve their programming.

D. Oak Ridge Military Academy

No report

13. PUBLIC COMMENTS

None

14. COUNCIL COMMENTS

All Council members wished everyone a joyous holiday season.

15. ADJOURNMENT

Mayor Pro Jim Kinneman moved to adjourn the meeting at 8:35 p.m., and Councilman George McClellan seconded. The motion was passed unanimously (5-0).

Respectfully Submitted:

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

Ann K. Schneider
Mayor