



**OAK RIDGE TOWN COUNCIL MEETING  
MARCH 5, 2020 - 7:00 P.M.  
OAK RIDGE TOWN HALL**

**MINUTES**

**Members Present**

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

**Staff Present**

Terry Lannon, Parks & Recreation Director  
Sandra Smith, Town Clerk  
Sean Taylor, Planning Director  
Michael Thomas, Town Attorney  
Sam Anders, Finance Officer

**Members Absent**

Doug Nodine

**1. CALL TO ORDER**

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

**A. Invocation.**

Rev. Marcia Isley of St. James AME Church offered the invocation.

**B. Pledge of Allegiance.**

The Pledge of Allegiance was led by BSA Troops 465 and 600.

**2. APPROVE AGENDA**

*Councilwoman Martha Pittman moved to approve the meeting agenda. Mayor Pro Tem Jim Kinneman seconded the motion, and it was passed unanimously (4-0).*

**3. APPROVE MINUTES**

**A. January 23, 2020 Special Meeting**

**B. February 6, 2020 Regular Meeting**

*Mayor Pro Tem Kinneman made a motion to approve the January 23, 2020 and the February 6, 2020 meeting minutes. Councilwoman Pittman seconded the motion, and it was passed unanimously (4-0).*

**4. RESOLUTIONS, PROCLAMATIONS, ANNOUNCEMENTS**

- Debbie Shoenfeld, chair of the Historic Preservation Commission, called Steve Wilson, president of Oak Ridge Military Academy, forward and announced that \$5,300 had been raised by the Commission during the Christmas at Maple Glade event to be given to the academy. The money is to be used for exterior restoration of Maple Glade and other historic buildings on the Oak Ridge Military Academy campus. In addition, the team of designers and installers had provided goods and services to benefit the school valued at \$65,300. Wilson thanked the Historic Preservation Commission, saying they had done tremendous work that was far above what was expected.

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

- None

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

- Firefighter Ken Gibson reported that during February, the department had received 72 calls – 42 medical, 12 service, 15 good intent calls and three false alarms. Personnel had received 186 hours of training. Gibson reminded citizens that daylight savings time would begin that weekend, and he urged them to check the batteries in their smoke alarms. He said residents could call the station if they needed help installing new batteries.

**7. TOWN MANAGER'S REPORT**

**A. Update on video recording of meetings**

Town Manager Bill Bruce presented a memo and accompanying information, which is hereby incorporated by reference and made a part of the minutes, that outlined various options regarding video recording meetings.

*Councilman McClellan moved to approve the Camcor quote with the dual cameras permanently mounted and with a control panel at a cost of \$16,275. Mayor Pro Tem Kinneman seconded the motion.*

Councilman McClellan said he thought it was important to purchase and use such a system which would allow even more transparency and hopefully provide some answers that citizens might have.

Mayor Pro Tem Kinneman said the system would allow easy streaming of Board and Committee meetings, not just Town Council meetings. He said it could be used in different rooms and it could also show documents on the screen that were being discussed.

Councilwoman Pittman said her first instinct was to swallow hard at the cost, but she was quickly told that \$16,000 for such a system was not that expensive. She said she was comfortable with the system, but was a bit concerned about the budget amendment that would be needed.

Mayor Schneider said she did want to address the fact that testing was done on a system suggested by Councilman Nodine, since he was not at the meeting. Although the initial cost seemed much lower than others, proprietary software made it not so inexpensive after all. She said she was also initially put off by the cost of the \$16,000 system, but as she became better educated she learned that it could be counterproductive to purchase an \$8,000 system that did not address the Town's full needs. She added that transparency and compliance with best practices was high on the Council's list of priorities. Schneider said her first instinct was to urge council to wait and include the expenditure in the next fiscal year's budget, but her gut was telling her that this would remain a high priority and that Council just needed to move forward.

*Council's vote in favor of McClellan's motion was unanimous (4-0).*

**B. Appointment of Planning & Zoning Board Alternates.**

Bruce asked the Council for consideration of alternates for the Planning & Zoning Board, explaining that there were three applications for two open positions. He said all three applications were given to the Board, but it chose only to recommend Mike Stone but delay on the other two applicants.

Schneider asked what the ordinance says about making appointments to the Planning & Zoning Board, and Bruce said there was nothing in the ordinance about it. Schneider asked what the ordinance says about the role of Town Council in making appointments. Town Attorney Michael Thomas said boards and committees had typically made recommendations on who should be appointed, but that was merely a custom and not in the ordinance or state statute. He said the decision remains with Council and it was up to them to make a choice.

*Mayor Pro Tem Kinneman made a motion to appoint Patrick Fiorentino and Eric Schlagenhaufen as alternates on the Planning & Zoning Board. Councilman McClellan seconded the motion. After additional discussion, Council's vote in favor of the motion was unanimous (4-0).*

**C. Urban Archery Season 2021 (Jan. 9-Feb/ 14).**

*Mayor Pro Tem Kinneman motioned to approve Urban Archery Season for 2021. Councilman McClellan seconded the motion, and Council's vote was unanimous (4-0).*

**D. Any other business.**

Bruce announced NCDOT's Spring Litter Sweep would be held April 11-25 and volunteers were being sought.

Bruce announced the Town would be hosting an open house for the master plan of the Whitaker property on March 19.

**8. PUBLIC COMMENTS**

- Patti Paslaru, 8543 Linville Road, invited Council to attend a fundraiser for the Oak Ridge Community Center. Then, as a member of the Planning & Zoning Board, Paslaru chastised Council for the way it handled the appointment of alternates for that Board earlier in the meeting. She said she was disappointed that the Council did not agree with the Board's recommendation and that although Council said they respected the Planning & Zoning Board's opinions, it continues to ignore them.
- Pat Tillman, District 3 School Board representative, spoke about the 2019-20 Master Facilities Plan and said he would have town hall meetings at Northwest High School on March 26 and 31.

## 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.

*Councilman McClellan made a motion to approve the financial report as presented. Councilwoman Pittman seconded the motion, and it was passed unanimously (4-0).*

## 10. TOWN BOARD, COMMISSION, AND COMMITTEE REPORTS

### A. Special Events Committee.

Chair Patti Dmuchowski said that the Committee's proposed budget had been presented to the Finance Committee. She said the Committee continued to work on the proposed veterans' memorial and had taken a field trip to the Field of Honor at Triad Park recently.

### B. Parks & Recreation Advisory Board.

Vice Chair Phyllis Anders reported that representatives of the Special Events Committee had given a report on the veterans' memorial at the last meeting. She said the Board had approved a 5K run for cancer, voted to recommend the Town's tobacco ordinance be amended to include e-cigarettes, and discussed horse trails and brick sales. She said the Board was interested to see the public's comments on the proposed Whitaker property plan.

### C. Finance Committee.

Chair John Jenkins reported that the Committee had held two meetings and had discussed the actual versus approved budget for the current fiscal year. The next meeting, in which capital will be reviewed, will be held March 16.

### D. Planning & Zoning Board.

Chair Ron Simpson said that in addition to the appointment of Board alternates, the Board had received about two hours of training. Simpson said another training session is planned for the next meeting.

### E. Mountains-to-Sea Trail.

Co-chair Bill Royal said the Committee has planned workdays in April. On February 19, he, Co-Chair Anne Steele and Town Manager Bruce had met with representatives of Summerfield to share their progress and reconfirm the plan to align trails.

**F. Conservation Easement Committee.**

No meeting

**G. Historic Preservation Commission.**

Chair Debbie Shoenfeld said the Commission had been working on its budget request for the upcoming fiscal year. She said the owner of a historic property had approached the Commission about possibly helping to organize a group of volunteers to assist with some yard clean up this spring so the owners can then take over maintenance. She said sometimes people fall behind on such tasks because of finances or age.

**11. COMMUNITY UPDATES**

**A. Oak Ridge Elementary School.**

Principal Denise Francisco and PTO President Priscilla LeCompte attended the meeting and reported on various activities at the school.

**B. Merchants of Oak Ridge.**

Councilman McClellan reported a ribbon cutting for the new Domino's and Verizon locations.

**C. Oak Ridge Youth Association.**

No report

**D. Oak Ridge Military Academy.**

President Steve Wilson reported the school had just signed an agreement with Georgia Military College whereby any ORMA graduate can automatically go to school there. He said ORMA had signed up 22 new recruits since January and has about 78 new students since August.

**12. PUBLIC COMMENTS**

- None

**13. COUNCIL COMMENTS**

**14. ADJOURNMENT**

*Mayor Pro Tem Kinneman made a motion to adjourn the meeting at 8:15 p.m. Councilwoman Pittman seconded the motion, and it was passed unanimously (4-0).*

Respectfully Submitted:

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Sandra B. Smith, CMC, NCCMC  
Town Clerk

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Ann K. Schneider  
Mayor