



**OAK RIDGE TOWN COUNCIL MEETING  
MARCH 6, 2025 – 7:00 P.M.  
OAK RIDGE TOWN HALL**

**MINUTES**

**Members Present**

Jim Kinneman, Mayor  
Jim Harton  
Ann Schneider  
Michael Greeson

**Staff Present**

Bill Bruce, Town Manager  
Sandra Smith, Asst. Town Mgr./Town Clerk  
Sam Anders, Finance Officer  
Michael Thomas, Town Attorney

**Members Absent**

Mike Stone, Mayor Pro Tem

**Staff Absent**

Sean Taylor, Planning Director

**1. CALL TO ORDER**

Mayor Jim Kinneman called the meeting to order at 7:00 p.m.

**A. Invocation**

Carl Cockman offered the invocation.

**B. Pledge of Allegiance**

**2. APPROVAL OF AGENDA**

*Councilwoman Ann Schneider made a motion to amend the agenda by adding comments from North Carolina Senate President Pro Tem Phil Berger to occur before Agenda Item 4, Proclamations, Resolutions, Announcements. Councilman Jim Harton seconded the motion, and it was passed unanimously (4-0).*

**3. APPROVAL OF MINUTES**

Mayor Jim Kinneman stated that the minutes from the Special Called meeting scheduled for \*January 7, 2025, were not available.

*Councilwoman Ann Schneider made a motion to approve the minutes of the February 6, 2025, regular meeting, \*February 12, 2025, Special Called meeting and January 9, 2025, regular meeting. Councilman Jim Harton seconded the motion, and it passed unanimously (4-0).*

*\*Note: The meeting minutes for February 12, 2025, Special Called meeting were not available but were inadvertently approved at this meeting. Special Called Meeting minutes for January 7, 2025, were available but not approved at this meeting. Both minutes will be re-submitted for approval in a future Council meeting.*

**4. RESOLUTIONS, PROCLAMATIONS, ANNOUNCEMENTS**

Kinneman read and presented a proclamation recognizing the 100<sup>th</sup> anniversary of Oak Ridge Elementary School, which is hereby incorporated by reference and made a part of the minutes.

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

No report

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

Lt. Jesse Hopper of Fire Station 51 reported on training and call statistics for February 2025. He offered advice on the safe handling of lithium batteries.

**\* COMMENTS FROM SENATOR PHIL BERGER**

North Carolina Senate President Pro Tem Phil Berger noted that Oak Ridge was a part of his legislative district and he and his staff would be the Town's liaison with the state. He spoke about the rapid and ongoing growth experienced in the area, giving particular notice to industrial growth around the Piedmont Triad International Airport in Greensboro and the installation of a Toyota manufacturing plant in Randolph County, both of which have borne positive impacts on Guilford County.

**7. PUBLIC COMMENTS/COMMUNITY ORGANIZATION REPORTS**

- Angie Williams, Director of Online Development at Oak Ridge Military Academy (ORMA), announced the Academy's annual golf tournament fundraising event which would occur on May 16, 2025, in High Point. She noted that the event would raise funds for scholarships for cadets. Williams extended an invitation to ORMA's commencement and graduation activities on May 17, 2025.

Councilman Jim Harton asked if donations could be made to the Academy, and Williams responded that donations and sponsorships were obtainable through their website.

- Joe Morris, 6721 Brookbank Road, acknowledged the help he received from Councilman Michael Greeson and Town Manager Bill Bruce on a recent issue with his property.

**8. TOWN MANAGER'S REPORT**

**A. Consideration/Approval of Appointment of Christy Leimone and Angie Byrd as alternates to Planning & Zoning Board / Board of Adjustment**

*Councilman Michael Greeson made a motion to approve the appointments, and Councilman Jim Harton seconded. The motion passed unanimously (4-0).*

**B. Consideration/Approval of Urban Archery Season 2026**

Town Manager Bill Bruce explained that the urban archery deer season would begin on January 10, 2026, and end on February 15, 2026. He added that anyone planning to participate in the season would be required to obtain approval from the owner of the land they plan to hunt on as there are no public hunting areas in Oak Ridge. He pointed out that all state regulations and local permits would apply.

*Councilman Jim Harton made a motion approve the 2026 Urban Archery Season, and Councilman Michael Greeson seconded. The motion passed unanimously (4-0).*

**C. Any other business**

Bruce reported that NCDOT had scheduled a preconstruction meeting to discuss the improvements planned for the intersection of NC 68 and NC 150. He said that work zone signs would be set out in the coming weeks. He stated that information regarding the project would be shared through social media as soon as it is made available to inform citizens of potential disruptions to commutes.

**9. MONTHLY FINANCIAL UPDATE**

Finance Officer Sam Anders presented the financial report for the month of February 2025, which is hereby incorporated by reference and made a part of the minutes.

*Councilman Jim Harton made a motion to approve the finance report as presented by the Finance Officer, and Councilwoman Ann Schneider seconded. The motion passed unanimously (4-0).*

**10. COMMITTEE REPORTS**

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

Anne Steele reported that she had been elected chair of the committee while Martha Pittman had been elected vice chair. She stated that efforts continue at the

Headwaters trail to address the ongoing drainage issues, which have increased erosion in the section between the large and small bridges. She reported that while attempts to find a location for parking at the Carriage Cove/Pemberly trailhead continue, the committee had decided to complete the trail to NC 150 to allow accessibility. She noted that the Eagle Scout project at the MST campsite had been delayed due to weather but that the MST Kiosk at Oak Ridge Town Park had been completed. Steele stated that Oak Ridge had been selected to host the first guided hike with the Friends of the MST because the Town was considered to be a good example of planning and creating trails through an established town. She announced two trail workdays scheduled for March 15 and 26, 2025.

**B. Conservation Easement Committee**

No report

**C. Special Events**

Patti Dmuchowski reported that over \$23,000 had been raised for Phase Two of the Veterans Honor Green project. She added that bids for construction of Phase Two had been advertised, and bids would be due on March 21. She anticipated construction to start in May. She stated that an order for 21 brick pavers had been submitted for engraving and that all future orders would be processed once a year. She added that the Committee was investigating placing markers around the boardwalk to educate passersby of the Thirteen Conflicts – wars which have shaped the world. Dmuchowski reported on events scheduled for the Town including the addition of Flag Day on June 14, which is also the 250<sup>th</sup> Anniversary of the Army and Marines. She announced that she had been elected as chair of the committee, and Brent Carrickhoff had been elected as its vice chair.

**D. Tree Report**

No report

**E. Parks & Recreation Advisory Board**

Co-Chair John Browning reported that the Board had approved a fee waiver for the Northwest Guilford Woman’s Club to meet monthly for nine months at the Farmhouse Community Center. He explained that the group had consented to test the Farmhouse’s facility and reservation process during its soft opening. He noted that the soft opening would tentatively occur in April and the grand opening tentatively in May. He reported that leash law signs had been erected at Oak Ridge Town Park and Heritage Farm Park, and that the Board had decided to recommend four projects for inclusion in the Park’s operating budget for the following fiscal year. He noted that the Board had aligned with a property management company’s recommendation to rent the property at 8326 Linville Road for \$1,495 per month excluding utility costs.

**F. Finance Committee**

Mayor Kinneman stated that the committee had reviewed the initial figures for the current fiscal year and its next meeting was scheduled for March 17, 2025. He added that the committee would discuss and recommend the tax rate for the Town.

**G. Water Advisory Committee**

Paul Magnabosco reported that the committee approved the Water Fees and Charges Schedule at its last meeting. He added that the water timeline had been updated, and strategies for marketing the municipal water system were being developed.

**H. Historical Preservation Commission**

Town Clerk/Assistant Town Manager Sandra Smith reported that the Commission had approved a Certificate of Appropriateness for a fence to be installed on a property in Merriman Farm.

**I & J. Planning & Zoning Board & Board of Adjustment**

Bruce reported that members of the Board of Adjustment had met to receive training in quasi-judicial procedure, which would be used in hearing BOA cases.

**11. PUBLIC COMMENTS**

- Micah Spencer, 6315 Nesting Way, offered comments about the livability of the Town and requested a survey be conducted to gather input from the community on the future growth of the Town.

**12. COUNCIL COMMENTS**

Councilwoman Ann Schneider promoted two scholarships which would be awarded by the Merchants of Oak Ridge to a graduating student from Northwest Guilford High School and to a continuing cadet at ORMA. She added that she is collaborating with Summerfield Mayor Tim Sessoms to hold a community observance for National Day of Prayer on May 1, 2025, at First Baptist Church in Summerfield.

Mayor Kinneman promoted the scholarship given by the Lions Club to any graduating high school student attending school in the Northwest Guilford area. He commented that legally required revaluations of property values were being conducted this year and that they would be published in January 2026. He noted that the property revaluations would not affect taxes until July 2026. Lastly, Kinneman pointed out that the road construction planned for the NC 68/NC 150 intersection was controlled by NCDOT, which had committed to take the school schedule into consideration during the upcoming construction.

**13. ADJOURNMENT**

*Councilwoman Ann Schneider made a motion to adjourn the meeting at 7:49 p.m., and Councilman Michael Greeson seconded. The motion passed unanimously (4-0).*

Respectfully Submitted:

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Sandra B. Smith, CMC, NCCMC  
Asst. Town Manager/ Town Clerk

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Jim A. Kinneman  
Mayor