



**OAK RIDGE TOWN COUNCIL MEETING
AUGUST 2, 2018 – 7:00 P.M.
OAK RIDGE TOWN HALL**

MINUTES

Members Present

Spencer Sullivan, Mayor
Jim Kinneman, Mayor Pro Tem
George McClellan
Doug Nodine

Staff Present

Bill Bruce, Town Manager
Sam Anders, Finance Officer
Michael Thomas, Town Attorney
Sandra Smith, Town Clerk

Members Absent

Ann Schneider

1. CALL TO ORDER

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

A. Invocation.

Pastor Andy Cook of The Summit Church offered the invocation.

B. Pledge of Allegiance.

2. APPROVE AGENDA

Councilman George McClellan made a motion to approve the meeting agenda. Mayor Pro Tem Jim Kinneman seconded the motion, and it was passed unanimously (4-0).

3. APPROVE MINUTES

Mayor Pro Tem Kinneman made a motion to approve the minutes of the July 12, 2018 regular meeting and the June 19, 2018 and July 17, 2018 special meetings. Councilman McClellan seconded the motion, and it was passed unanimously (4-0).

4. RESOLUTIONS, PROCLAMATIONS, ANNOUNCEMENTS

- None

5. REPORT FROM GUILFORD COUNTY SHERIFF'S OFFICE

- Detective Charlotte Rogers of the District 1 office of the Guilford County Sheriff's Office said that there 84 calls for service in Oak Ridge in July in the district. Of those, one was a report of a Part 1 crime (which includes breakings & enterings and violent acts such as arson, homicide and theft). She said there was one breaking & entering of a motor vehicle at the town park and one report of a construction theft.

6. REPORT FROM OAK RIDGE FIRE DEPARTMENT

- Assistant Chief Sam Anders reported the department responded to 70 calls in July – 25 of a medical nature, and 45 of a fire/service nature. With the extreme amount of rain recently, Anders advised residents to never try to drive through a flooded area. He also said wet ground had caused some damaged trees or ones under stress to fall, and urged attendees to be cautious of fallen power lines.

7. TOWN MANAGER'S REPORT

Contract to repave town park and town hall parking lots.

Town Manager Bill Bruce requested Council approve the contract with P&S Grading for \$110,580 for asphalt repair work at town hall and the town park.

Councilman McClellan made a motion to adopt the contract with P&S Grading. Mayor Pro Tem Kinneman seconded the motion, and it was passed unanimously (4-0).

Contract for town park septic system improvements.

Bruce recommended Council approve a contract with Overbey's Septic Tank, Inc. for \$66,431.

Mayor Sullivan made a motion to award the contract to Overby's Septic Tank for improvements to the town park septic system. Councilman McClellan seconded the motion, and it was passed unanimously (4-0).

Committee appointment.

Mayor Pro Tem Kinneman made a motion to appoint Beth Walker from an alternate to a regular member of the Board of Adjustment. Councilman McClellan seconded the motion, and it was passed unanimously (4-0).

Letter of engagement.

Bruce said it was time to renew the annual letter of engagement with Sam Anders, the town finance officer. He requested Council approve the agreement with the same terms and rates as were previously adopted.

Councilman McClellan made a motion to renew the contract with the financial officer. Councilman Doug Nodine seconded the motion, and it was passed unanimously (4-0).

8. PUBLIC COMMENTS

- None

9. MONTHLY FINANCIAL UPDATE

Mayor Pro Tem Kinneman made a motion to approve the financial report. Councilman McClellan seconded the motion, and it was passed unanimously (4-0).

10. COMMUNITY UPDATES

A. Planning & Zoning Board.

Town Clerk Sandra Smith reported that the Board approved a subdivision plan during a very brief meeting in July.

B. Mountains-to-Sea Trail Committee.

Co-chair Martha Pittman reported that the Committee had led three hikes in the Cascades Preserve in July, with 7-12 people on each hike. She said plans were also being made for a Saturday hike in August and for activities surrounding the MST Birthday Celebration in September. Pittman said the first portion of the trail would be flagged in August and September, with trail work to hopefully begin in September.

C. Merchants of Oak Ridge.

No report

D. Board of Adjustment.

No meeting

E. Historic Preservation Commission.

Chair Debbie Shoenfeld reported that the Commission continues to work on updating its historic inventory and illustrated Design Guidelines, and that they are working with the Special Events Committee on a historic marker dedication for the Town's 20th anniversary on September 1.

F. Special Events Committee.

Chair Patti Dmuchowski reported that the Committee continues to conduct kids' games at Music in the Park events. Other events scheduled include the historic marker dedication, lawn party at the Charles Benbow house, and pie-baking and beard contests at Heritage Day. There will also be a volunteer recognition event in January.

G. Parks & Recreation Commission.

No meeting

H. Finance Committee.

No meeting

11. PUBLIC COMMENTS

- None

12. COUNCIL COMMENTS

13. ADJOURNMENT

Mayor Pro Tem Kinneman made a motion to adjourn the meeting at 7:38 p.m. Councilman McClellan seconded the motion, and it was passed unanimously (4-0).

Respectfully Submitted:

Sandra B. Smith, NCCMC, CMC
Town Clerk

Spencer Sullivan
Mayor