



**OAK RIDGE TOWN COUNCIL MEETING  
SEPTEMBER 6, 2018 – 7:00 P.M.  
OAK RIDGE TOWN HALL**

**MINUTES**

**Members Present**

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

**Staff Present**

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

**1. CALL TO ORDER**

Mayor Spencer Sullivan 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.**

**2. APPROVE AGENDA**

*Mayor Pro Tem Jim Kinneman made a motion to approve the meeting agenda after removing approval of the August 20, 2018 meeting minutes. Councilwoman Ann Schneider seconded the motion, and it was passed unanimously (5-0).*

**3. APPROVE MINUTES**

*Councilman George McClellan made a motion to approve the minutes of the August 2, 2018 regular meeting and the August 14, 2018 special meeting. Mayor Pro Tem Kinneman seconded the motion, and it was passed unanimously (5-0).*

**4. RESOLUTIONS, PROCLAMATIONS, ANNOUNCEMENTS**

Mayor Sullivan read the following proclamation:

**PROCLAMATION**

WHEREAS, the Oak Ridge community has a rich and abundant history; and

WHEREAS, Oak Ridge's geographic location, along the highest ridge in Guilford County, was first inhabited by Native Americans who left relics substantiating their existence; and

WHEREAS, the earliest European settlers settled in Oak Ridge in the mid-1700s; and

WHEREAS, Town leaders acknowledge the area's history with icons on the town seal including the Old Mill of Guilford (originally dating to 1767) and Oak Ridge Military Academy (established 1852); and

WHEREAS, a Historic District was established in 1994, and a Historic Preservation Commission appointed, whose mission is to promote the restoration and preservation of historical structures within the Town and to ensure compatibility when new structures are built; and

WHEREAS, the Town of Oak Ridge was incorporated in 1998 and is celebrating the 20<sup>th</sup> anniversary of its incorporation in 2018; and

WHEREAS, the Town of Oak Ridge recognizes that in order to move forward, it is imperative that we acknowledge our past;

NOW, THEREFORE, I, C. Spencer Sullivan, Mayor of the Town of Oak Ridge, do hereby proclaim September 2018 as

## *Historic Heritage Month*

in the Town of Oak Ridge, North Carolina, and I urge all citizens to celebrate efforts to preserve the Town's history; and

FURTHER, I encourage all citizens to support and attend all events and activities planned to commemorate the Town of Oak Ridge's 20<sup>th</sup> anniversary of incorporation.

IN WITNESS WHEREOF, I have set my hand and caused the seal of the Town of Oak Ridge to be affixed this 6<sup>th</sup> day of September, 2018.

\* \* \*

Mayor Sullivan announced that an open house for Council to receive input and comments on the draft Strategic Plan will be held on October 11, 5-7 p.m., at Town Hall. After changes are incorporated, Council will consider adopting the plan. He invited citizens to attend and be part of the process.

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

- Sergeant Matt Suits of the District 1 office of the Guilford County Sheriff's Office said that crime was down in the previous month from one year ago. Of the 596 calls for service received in District 1, a total of 91 were in Oak Ridge. He said there were three Part 1 crimes (which include breakings & enterings and violent acts such as arson, homicide and theft) reported in August.

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

- Chief Steve Simmons reported the department responded to 59 calls in August – 21 of a medical nature, and 38 of a fire/service nature. Department personnel received 258 hours of training. Simmons reminded residents that school is back in session, with heavier traffic on the roads. He encouraged drivers to exercise extreme caution, to watch out for school buses, and to exercise patience.

**7. PUBLIC HEARING**

Lease of real property owned by the Town of Oak Ridge to private individuals pursuant to NCGS 160A-272, said real property being described as follows: Being all that certain tract known commonly as the former Whitaker Property, containing 58.316 acres, and described by legal description in Deed Book 8067, Page 2583, Guilford County Registry, said description being incorporated herein by reference.

Mayor Sullivan said that Kyle Anders and Sam Anders have leased the property recently acquired by the Town from Frank and Claudia Whitaker for many years. The Town would like to continue that lease for an annual payment of \$1 per year, and in turn, the Anderses will maintain the property and vista. As a benefit, the Town will not have to utilize staff and equipment for maintenance of the property. Sullivan said that longer term, Council anticipated developing a parks master plan that will involve the property and open it up to citizens. The resolution needed to approve the lease is as follows:

**RESOLUTION R-2018-05**

**A RESOLUTION OF THE OAK RIDGE TOWN COUNCIL  
CONCERNING LEASE OF REAL PROPERTY**

**WHEREAS:**

The Town of Oak Ridge is the owner by recent purchase of that certain real property known as the former Whitaker Property, being 58.316 acres according to a survey entitled "Survey Plat for Town of Oak Ridge, Town Of Oak Ridge, Oak Ridge Township, Guilford County, NC," dated May 31, 2018 by Vaughn Surveying Co., Inc. and described by legal description in Deed Book 8067, Page 2583, Guilford County (NC) Registry, said survey and said legal description being incorporated herein by reference; and

Said real property has heretofore been maintained for the former owner in part through a lease to Samuel K. Anders and Phyllis W. Anders d/b/a Rock Haven Farm, and W. Kyle Anders d/b/a K and W Farm (the Proposed Lessees) for agricultural use; and

The Town is studying the options for specific short-term and long-term uses of said real property, pending determination of which the property will not be needed by the Town for the term of an annual lease subject to renewal; and

Maintaining said real property in agricultural use under a lease is in the public interest in that the property will be cared for and secured during the time required for the Town to adopt a plan for the specific use(s) thereof; and

The Town and the Proposed Lessees have agreed upon the terms of a written lease for said real property, which lease is incorporated herein by reference.

**NOW, THEREFORE, BE IT RESOLVED** as follows:

1. That pursuant to N.C. Gen. Stat. § 160A-272, and following a duly noticed public hearing as required thereby, the Town Council hereby determines that said real property, the former Whitaker Property, is not needed by the Town for the term of the proposed annual lease to the Proposed Lessees, namely, for one year subject to renewal and terminable upon 30 days' notice of either party;

2. That the Mayor is hereby authorized to execute said proposed lease.

Adopted, this 6<sup>th</sup> day of September, 2018.

\* \* \*

Sullivan opened the public hearing.

*Proponents:*

None

*Opponents:*

None

Sullivan closed the public hearing.

*After comments, Councilman McClellan made a motion to approve Resolution R-2018-05. Councilwoman Schneider seconded the motion, and it was passed unanimously (5-0).*

## **8. TOWN MANAGER'S REPORT**

### **Stormwater engineer contract.**

Town Manager Bill Bruce requested Council approve a contract with Freese & Nichols for on-call engineering services. He said four firms had submitted proposals. Bruce said roughly \$15,000 had been set aside in the budget for a stormwater program.

*Councilman McClellan made a motion to approve a contract with Freese & Nichols for on-call stormwater engineering with an annual cap of \$15,000. Councilman Doug Nodine seconded the motion, and it was passed unanimously (5-0).*

### **Chester Redmon House update.**

*Councilwoman Schneider made a motion to have the chair and vice-chair of the Parks & Recreation Commission meet with staff and the Historic Preservation Commission Design Review Committee and make suggestions for the property. Mayor Pro Tem Kinneman seconded the motion, and it was passed unanimously (5-0).*

### **Committee appointment.**

*Councilwoman Schneider made a motion to appoint Anne Steel to the Mountains-to-Sea Trail Committee. Councilman McClellan seconded the motion, and it was passed unanimously (5-0).*

**9. PUBLIC COMMENTS**

- Lt. Col. Dave Reardon, president of Oak Ridge Military Academy, said this year's corps of cadets is the largest since 2011 with 24 new recruits. He announced a ceremony at the academy in memory of those lost on September 11, and said the corps of cadets looks forward to participating in the Town's Heritage Day celebration on September 29.
- Debbie Shoenfeld, 8501 San Siro Farm Court, recommended that during the review meetings on the Chester Redmon House that the group understand what uses of the property are allowed by Town ordinance.

**10. MONTHLY FINANCIAL UPDATE**

*Councilwoman Schneider made a motion to approve the financial report. Councilman McClellan seconded the motion, and it was passed unanimously (5-0).*

**11. COMMUNITY UPDATES**

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

Co-chair Martha Pittman reported that the Committee met on August 28, and had also hosted a hike in the Cascades Preserve. She said on August 31, Town Manager Bruce and Parks & Recreation Director Terry Lannon had helped flag and rough clear ¼-mile of the Cascades spur trail, and the Committee is now waiting on Guilford County to flag its portion. Committee members planned to lead an eastbound and a westbound hike of the trail beginning at the Town Park on September 8, and would have an information booth at Heritage Day on September 29.

**B. Merchants of Oak Ridge.**

No report

**C. Board of Adjustment.**

No meeting

**D. Historic Preservation Commission.**

Chair Debbie Shoenfeld reported that the Commission met in May and approved two Certificates of Appropriateness. It held a successful marker dedication along with the Special Events Committee on September 1, and would also participate in Heritage Day.

**E. Special Events Committee.**

Chair Patti Dmuchowski thanked the Council members who attended the historic marker dedication. In honor of the Town's 20<sup>th</sup> anniversary and Historic Heritage Month, she reported that the Scavenger Hunt was going on through the end of

September, an insert on the Town's 20<sup>th</sup> anniversary would be in the Northwest Observer on September 13, a lawn party would be held at the Charles Benbow House on September 15, and the committee would participate in Heritage Day on September 29.

**F. Parks & Recreation Commission.**

Vice Chair Phyllis Anders said the food trailer has been delivered and used one time. Drink coolers and food warmers had also been purchased. She announced that Cruise Control would be performing at Music in the Park on September 8.

**G. Finance Committee.**

No meeting

**H. Planning & Zoning Board.**

No meeting

**12. PUBLIC COMMENTS**

- Rita M. Lewandowski, 5202 Golden Acres Road, spoke about the direction Oak Ridge is headed with all the new developments being added and overcrowded schools. She expressed concern that if that growth continues, Oak Ridge will cease to be what has made it desirable for so long. She asked the Council to continue environmental and historical preservation, and said more open space is needed. She said she would like to preserve what the Town was when she moved here in 2006.

**12. COUNCIL COMMENTS**

**13. ADJOURNMENT**

*Mayor Pro Tem Kinneman made a motion to adjourn the meeting at 7:56 p.m. Councilman McClellan seconded the motion, and it was passed unanimously (5-0).*

Respectfully Submitted:

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Sandra B. Smith, NCCMC, CMC  
Town Clerk

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Spencer Sullivan  
Mayor