



**OAK RIDGE TOWN COUNCIL SPECIAL MEETING
JULY 21, 2023 – 10:00 A.M.
OAK RIDGE TOWN HALL**

MINUTES

Members Present

Jim Kinneman, Mayor Pro Tem
Spencer Sullivan
George McClellan
Martha Pittman

Staff Present

Bill Bruce, Town Manager
Sean Taylor, Planning Director
Sandra Smith, Asst. Town Mgr./Town Clerk
Terry Lannon, Parks & Recreation Director

Members Absent

Ann Schneider, Mayor

1. CALL TO ORDER

Mayor Pro Tem Jim Kinneman called the meeting to order at 10:00 a.m.

2. APPROVAL OF AGENDA

Councilman George McClellan moved to approve the agenda. Councilwoman Martha Pittman seconded the motion, and it was approved unanimously (4-0).

3. NEW BUSINESS

A. Consideration/Approval of contract with S&ME for construction materials testing services at Heritage Farm Park

Town Manager Bill Bruce explained that the contract with S&ME would be for materials testing services at Heritage Farm Park. These services would include testing of soil compaction, proof rolling athletic fields, and testing asphalt and concrete materials to ensure the soil could support the infrastructure being installed at Heritage Farm Park. He noted that the engineer at McGill, an engineering consultant service, had reviewed and negotiated this contract, and that Town Attorney Michael Thomas had similarly reviewed and supported the contract. Bruce recommended approval of the contract.

Discussion ensued on the contract, which revealed that S&ME had already begun testing at Heritage Farm Park due to timing issues in construction and the Town will be invoiced by S&ME while McGill works directly with S&ME. Bruce added that the contract cost was capped at \$39,000 and that any excess of that amount would need to be authorized by the Town. Further, as funds have not yet been expended

towards the service, a project contingency and budget amendment will need to be adopted in the future to allow for the funds to be drawn from the fund balance.

Councilman McClellan made a motion to approve the contract with SM&E for construction materials testing services at Heritage Farm Park. Councilman Spencer Sullivan seconded, and it was passed unanimously (4-0).

B. Consideration/Approval of Change Order #1 for Farmhouse Community Center

Councilman Sullivan introduced the initiative both he and Mayor Ann Schneider were tasked with to identify cost savings and functional worth of items relevant to the design and building of the Farmhouse Community Center (i.e., the Farmhouse).

Councilman Sullivan began the discussion by referring to items in the change order which is hereby incorporated by reference and made a part of the minutes. He pointed out that the entrance ramp into the Farmhouse was duplicated on both the contract with Bar Construction and the landscape plan. Bruce addressed this concern by clarifying that the ramp and its cost would be removed from the Bar Construction contract but would remain on the landscape plan.

Councilman Sullivan turned to item three on the change order involving a Rinnai (or equal) tankless gas water heater system. He noted that the consideration was a question of gaining function rather than of saving cost as material and labor costs of a water heater system were not included in the contract. Sullivan suggested replacing the Rinnai water heater system with four point-of-use electric tankless water heaters to serve the restrooms, utility sink and kitchen. He noted the potential cost savings in switching to smaller, electric water heaters and consequently eliminating some plumbing, installation, and venting requirements of the Rinnai water heater. He emphasized the electric water heaters' ability to provide hot water faster than the gas-powered Rinnai water heater, which he thought to be an important feature for the Farmhouse. He said that the individual heaters were smaller and easier to install. He pointed out that the water heating system itself was not included in the contract and would be a separate Town expenditure. Discussion ensued and was focused on weighing the functional worth of the four electric tankless water heaters to the Rinnai (or equal) water heater system. Points taken under consideration included the anticipated water usage at the Farmhouse, the amperage used by either unit, and the maintenance involved with each unit.

Mayor Pro Tem Kinneman suggested including electrical outlets on the exterior of the building for use by food trucks to eliminate the noise of generators. He posed this suggestion as a future consideration in the construction of the Farmhouse. Councilman Sullivan noted that the electrical panel had been moved to the rear of the Farmhouse.

Discussion then revolved around removing the crimp metal roof from the contract and installing an asphalt shingled roof, which would result in a net savings of \$12,900.

Councilman Sullivan asked for consensus regarding the functional worth of replacing the Rinnai water heater system with four point-of-use electric water

heaters. Council agreed by consensus that the gain of function of four point-of-use water heater tanks over the Rinnai water heater system was not worth the change in order.

Councilman Sullivan pointed out that provisions needed to be made for the location of the hydropneumatics tank. Bruce answered that the tank could be mounted on the wall.

Councilman McClellan made a motion to approve Change Order #1 without the metal roof. Councilwoman Pittman seconded, and it was passed unanimously (4-0).

4. ADJOURNMENT

Councilman Sullivan made a motion to adjourn the meeting at 10:46 a.m. Councilman McClellan seconded the motion, and it was passed unanimously (4-0).

Respectfully Submitted:

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

Jim Kinneman
Mayor Pro Tem