

**NORTH CAROLINA  
GRANVILLE COUNTY  
CITY OF OXFORD**

**OXFORD CITY HALL, BOARD MEETING ROOM,  
MONDAY, FEBRUARY 6, 2006 AT 5:45 PM**

The Mayor and Board of Commissioners of the City of Oxford met for a Special Session in conjunction with the Agenda Session at City Hall, 300 Williamsboro Street at the above-mentioned time and place.

Present: Mayor Alvin Woodlief, Jr.  
Commissioner S. Quon Bridges  
Commissioner Paul Kiesow  
Commissioner Howard G. Herring, Sr.  
Commissioner Chance Wilkinson  
Commissioner Stephen C. Powell  
Commissioner Robert Shope

Present also were City Attorney J. Thomas Burnette, City Manager Thomas S. Marrow, City Clerk Tanya S. Weary and Deputy Clerk Donna B. Hosch.

All members of the board and local news media were notified of the time, place and purpose of the meeting.

Mayor Woodlief called the meeting to order.

**AGENDA SET – FEBRUARY 14, 2006**

The Board of Commissioners set the agenda for the February 14, 2006 meeting.

**ROBERT B. WILLIFORD, SR. APPOINTED COMMISSIONER**

Mayor Woodlief noted the list of applicants was cut from 11 to 4 and recognized Sherby Slaughter, Robert Williford, Juanita Rogers and Shari Wynn. Mayor Woodlief asked for nominations.

Commissioner Wilkinson nominated Bob Williford to fill the unexpired term of former Commissioner L. Clement Yancey; said term expires in December 2007.

Commissioner Herring asked if each person would be voted on and asked for an explanation of the selection process. City Attorney Burnette explained 4 candidates are left and one nomination is on the floor. He noted a second is not required for a nomination. He noted that voting would take place until one applicant gets 4 votes. Commissioner Herring noted he had made the assumption that all four applicants were nominated because they had made it to this point. City Attorney replied they had not been nominated.

Commissioner Powell requested an explanation of the process. City Attorney Burnette recognized the Board would nominate the applicant(s) and vote on the applicant(s), until one applicant receives a majority vote, which is four votes. Commissioner Herring commented this is not fair.

Commissioner Bridges nominated Juanita Rogers to fill the unexpired term of former Commissioner L. Clement Yancey; said term expires in December 2007.

Commissioner Herring motioned to use ballots to follow the process initially used in order to appoint an applicant to fill the unexpired term of former Commissioner L. Clement Yancey, said term expires in December 2007. Each Commissioner would have the opportunity to vote for 2 applicants, and this vote would be tallied by City Attorney Burnette and City Manager Marrow; recognizing that Mayor Woodlief would have to vote in the event of a tie. Commissioner Bridges seconded the motion. Commissioners Herring, Bridges, and Powell voted in favor of the motion. Commissioners Wilkinson, Kiesow and Shope voted against the motion. In the event of a tie, Mayor Woodlief was called upon to break the tie. Mayor Woodlief voted in favor of the motion. The motion passed 4-3.

The process of elimination of two applicants was held via signed ballots. After City Attorney Burnette and City Manager Marrow tallied the votes; Mayor Woodlief read the results of the ballots: Williford – 3 votes; Slaughter – 1 vote; Rogers – 4 votes; and Wynn – 3 votes. Mayor Woodlief broke the tie between Williford and Wynn because they each received 3 votes. Mayor Woodlief chose Williford. Mr. Williford and Ms. Rogers were named the two final candidates.

The Board of Commissioners was given another ballot to select their choice between the two final candidates. Signature on the ballot was required. City Attorney Burnette and City Manager Marrow tallied the votes. Mr. Williford and Ms. Rogers each received 3 votes. Mayor Woodlief noted that Commissioners Shope, Kiesow and Wilkinson voted for Mr. Williford. Commissioners Powell, Bridges and Herring voted for Ms. Rogers. In the event of a tie, Mayor Woodlief was called upon to break the tie. Mayor Woodlief voted for Mr. Williford to fill the unexpired term of former Commissioner L. Clement Yancey; said term expires in December 2007. The vote passed 4-3 in favor of Mr. Williford to fill the unexpired term of former Commissioner L. Clement Yancey; said term expires in December 2007.

Copies of the ballots would be available for public inspection in the Clerk's office.

### **ADJOURNMENT**

There being no further business, Mayor Woodlief adjourned the meeting.

**NORTH CAROLINA  
GRANVILLE COUNTY  
CITY OF OXFORD**

**OXFORD CITY HALL, BOARD MEETING ROOM,  
TUESDAY, FEBRUARY 14, 2006 AT 7:00 PM**

The Mayor and Board of Commissioners of the City of Oxford met for Regular Session at City Hall, 300 Williamsboro Street at the above-mentioned time and place.

Present: Mayor Alvin Woodlief, Jr.  
Mayor Pro Tem Howard G. Herring, Sr.  
Commissioner S. Quon Bridges  
Commissioner Paul Kiesow  
Commissioner Chance Wilkinson  
Commissioner Stephen C. Powell  
Commissioner Robert Shope  
Commissioner Robert B. Williford, Sr.

Present also were City Attorney J. Thomas Burnette, City Manager Thomas S. Marrow, City Clerk Tanya S. Weary and Deputy Clerk Donna B. Hosch.

All members of the board and local news media were notified of the time, place and purpose of the meeting.

Mayor Woodlief called the meeting to order.

Reverend Fiona Bergstrom gave the prayer.

The Pledge of Allegiance followed the prayer.

**PUBLIC COMMENT**

No one from the audience had signed the sign up sheet requesting to speak during Public Comment.

**ROBERT B. WILLIFORD, SR. SWORN IN AS NEW COMMISSIONER**

Mayor Woodlief announced the appointment of Robert B. Williford, Sr. to the vacant Commissioner's seat. Mr. Williford will fulfill the remaining 4-year term of former Commissioner L. Clement Yancey; said term expires in December 2007.

Mayor Woodlief recognized Daniel F. Finch, District Court Judge, Ninth Judicial District, who administered the Oath of Office to appointed Commissioner Williford.

Judge Finch recognized Commissioner Williford who subscribed and swore to the several oaths of the elected office for the statutes of North Carolina and the oath of office for Commissioner. Commissioner Williford's wife Arlene stood with him.

**MAYOR'S YARD OF THE MONTH AWARD -  
RONALD & WANDA GARRETT – FEBRUARY'S RECIPIENTS**

Mayor Woodlief recognized February's Mayor's Yard of the Month winners, Ronald and Wanda Garrett. Mayor Woodlief read the certificate, which recognizes them for their outstanding job of landscaping maintenance and overall attractiveness of 102 Pine Tree Drive. He added that a sign would be placed in their yard recognizing them as the winners for Mayor's Yard of the Month and that a picture would be taken for the *Oxford Public Ledger*.

**PRESENTATION FROM NEW LIGHT BAPTIST CHURCH**

Commissioner Herring added this item to the agenda.

Commissioner Herring recognized that the Granville County Interdenominational Ministerial Conference invited City and County Commissioners to one of its meetings and brought forth concerns that should be addressed. He added it was recommended for them to bring their concerns to the Boards.

Pastor Willie Darby of 505 Hancock Street noted Pastor George E. Green, Jr. was unable to attend. Pastor Darby presented the following community concerns:

RECREATION:

- Facility such as a Boys and Girls Club or YMCA
- Pool accessible to City kids
- Granville Street Park

#### ECONOMIC DEVELOPMENT:

- Protect and develop local human resources
- Ensure new opportunities benefit broad base community
- Second chance opportunities for felons

#### AFFORDABLE HOUSING:

- Incentives
- Promotions

#### HUMAN SERVICES:

- State of black men 14-28 of age
- Homeless shelter
- Special programs/facilities to transition youth from the streets
- Drug treatment

#### POLICING OXFORD:

- Eliminating drug traffic
- Fair investigation of gangs
- Police brutality

#### OTHER:

- City hiring practices
- City's influence on Mary Potter School
- City sewer spills into the county
- Street named after Dr. Martin Luther King, Jr.

Pastor Darby noted the concerns are not a group of concerns from the black community, but a group of concerns that will impact the entire community. He recognized the concerns are from the Concerned Citizens and the Granville County Coalition.

Commissioner Kiesow asked if there were any further concerns about spills into the County; he noted he thought these concerns had been addressed at the meeting. Mr. Darby responded that he does not live out there, but there are still concerns and could be a matter of

litigation out there. Commissioner Kiesow noted that this is not the City. Mr. Darby responded it is a result of the City's spills. Commissioner Kiesow noted the City had not had a spill in years. Mr. Darby replied if this issue could be put to bed than this is fine. Commissioner Kiesow responded it could be put to bed; he just wanted to know if there was anything further. Mr. Darby added they would come up with a conclusion.

### **RECOGNITION OF FORMER CITY COMMISSIONER**

#### **L. CLEMENT YANCEY–TAKEN OFF THE AGENDA**

Former City Commissioner L. Clement Yancey was unable to attend the meeting. Mayor Woodlief read the plaque that would be given to Mr. Yancey.

### **FINANCIAL REPORT – JANUARY 2006**

Finance Officer Stephen McNally supplied the Board with a copy of the January 2006 financial report that included General Fund actual revenues of \$823,387 actual expenses of \$481,076; Water Fund actual revenues of \$1,380,542, and actual expenses of \$880,054 and Other actual revenues of \$49,577 and actual expenses of \$40,648. The subtotals to date are General Fund actual revenues of \$4,538,174 and actual expenses of \$3,820,660; Water Fund actual revenues of \$5,493,055 and actual expenses of \$5,629,908; Other actual revenues of \$564,500 and actual expenses of \$260,291. Mayor Woodlief noted that if there were not any questions concerning the report, Finance Director McNally would be in his office tomorrow for any questions.

### **MARCH REGULAR SESSION MEETING DATE CHANGED**

Commissioner Herring motioned to change the March Regular Session meeting date from March 14, 2006 to March 21, 2006 at 7:00 PM due to Mayor and Board of Commissioners

attending the NLC Congressional City Conference in Washington, DC. Commissioner Bridges seconded the motion. The motion passed unanimously.

**ZONING PUBLIC HEARING SET – MARCH 21, 2006 AT 7 PM –  
REZONE AVNET, OXFORD PRINTING & CRISTEX BUILDINGS**

Commissioner Kiesow motioned to call for a public hearing in conjunction with the March 21, 2006 Regular Session Board of Commissioners meeting beginning at 7:00 PM to consider rezoning the Avnet building, the Oxford Printing building and the Cristex building from I-1 to I-2. Commissioner Shope seconded the motion. The motion passed unanimously.

**ZONING PUBLIC HEARING SET – MARCH 21, 2006 AT 7 PM –  
REZONE 901, 913 & 915 COLLEGE STREET**

Commissioner Herring motioned to call for a public hearing in conjunction with the March 21, 2006 Regular Session Board of Commissioners meeting beginning at 7:00 PM to consider rezoning 901, 913 and 915 College from R-6 (one and two family residential) to B-3 (General Business). Commissioner Shope seconded the motion and passed unanimously.

**SPECIAL SESSION SET – FEBRUARY 27, 2006 AT 5:45 PM  
ANNEXATION REPORT FOR ROLLINGWOOD SUBDIVISION**

Commissioner Kiesow requested City Attorney Burnette check to see that there are not any lawsuits pending in order to make sure the City is not a third party.

Commissioner Herring asked if there are any barriers to the City annexing Rollingwood as it relates to the lift station? City Manager Marrow distributed a memo from Water & Sewer Superintendent Tommy Scholl pertaining to the Rollingwood lift station:

Following is the information you requested on the Rollingwood Subdivision lift station:

- ❖ There is not an access road to the property; however the City does have an easement to the property.
- ❖ The generator has 200 running hours. It would need to be serviced and cleaned by a contractor.
- ❖ Pumps: #1 – 1538.90 hours #2 – 1736.01 hours

- ❖ The pumps are HOMA's, 2.5 hp grinders at \$1,551.50 each (thru Holland Industrial).
- ❖ The pumps should be serviced by a dealer. We should have at least one replacement pump in stock.
- ❖ The rail system is 3/4" galvanized with heavy rust. Therefore, this system should be replaced.
- ❖ The wet well needs to be cleaned by a contractor.
- ❖ The existing auto dialer does not work at all. Its replacement cost is approximately \$4,000.
- ❖ We don't believe the onsite alarm and horn are operational. They should be checked out by an electrician.
- ❖ The lift station needs signage.

The prices for the pumps and auto dialer are estimates only. These prices are at least a year old.

Commissioner Herring asked if the owner of Rollingwood would be asked to fix the problems before the subdivision is annexed and asked if the revenues from taxes received would pay for the problems without the owner addressing them. Mayor Woodlief commented the City should go ahead and address the problems because it would cost less than \$10,000 to fix all the problems. City Manager Marrow noted the Water Fund would generate around \$5,000 and the General Fund would generate more.

Commissioner Bridges asked why the lift station is in disrepair? City Manager Marrow explained it is privately owned and has not been serviced. Commissioner Wilkinson noted the annexation would benefit the citizens of Rollingwood. Commissioner Kiesow, Chairman of the Public Works Committee commented the City should proceed because the citizens would get an inside water rate and overall it would be better for the City and the citizens of Rollingwood.

A consensus of the Board of Commissioners was taken and it was agreed to service the lift station and acquire an auto dialer as recommended in the memo from Water & Sewer Superintendent Tommy Scholl.

Commissioner Herring motioned to hold a Special Session meeting on February 27, 2006 beginning at 5:45 PM to consider adopting the Annexation Report for Rollingwood Subdivision. Commissioner Kiesow seconded the motion. The motion passed unanimously.

**RESOLUTION OF INTENT ADOPTED –  
INVOLUNTARY ANNEXATION – ROLLINGWOOD SUBDIVISION**

Commissioner Herring motioned to adopt the Resolution of Intent for the involuntary annexation of Rollingwood Subdivision, which calls for the public information meeting on April 3, 2006 at 5:45 PM and the public hearing on May 9, 2006 at 7:00 PM. Both meetings will be held in the 3<sup>rd</sup> Floor Board Room, City Hall. Commissioner Kiesow seconded the motion. The motion passed unanimously.

**A RESOLUTION STATING THE INTENT OF THE CITY OF OXFORD  
TO CONSIDER ANNEXATION OF ROLLINGWOOD SUBDIVISION,  
AND FIXING DATE OF A PUBLIC INFORMATIONAL MEETING AND A PUBLIC  
HEARING ON THE QUESTION OF ANNEXATION**

BE IT RESOLVED by the Board of Commissioners of the City of Oxford:

Section 1. That it is the intent of the Board of Commissioners of the City of Oxford, to consider annexation of the following described territory pursuant to Chapter 160A, Article 4A, Part 3 of the General Statutes of North Carolina:

**Metes and Bounds Description of  
Proposed Rollingwood Subdivision Annexation**

Beginning at a concrete monument, said monument being the southeast corner of property belonging to the City of Oxford and the southwest corner of Rollingwood Subdivision, Phase 3, with said monument being set on the Oxford City Limit Line, thence along the Oxford City Limit Line North 00°-15'-47" East 838.61 feet to a monument. Thence along the Oxford City Limit Line North 00°-16'-25" East 535.29 feet to a concrete monument, said monument being on the northeast corner of Rollingwood Subdivision, Phase 3. Thence South 89°-44'-46" East 201.90 feet to a monument. Thence, South 01°-45'-33" East 531.47 feet to a monument. Thence, North 89°-18'-03" East 1,363.73 feet to a monument, said monument set on the western right-of-way of Highway 96 South. Then along the right-of-way South 33°-41'-04" East 77.41 feet to a monument. Then along the right-of-way with a radius of 1,839.86 feet and with the following lengths of 100.00 feet, 100.00 feet, 82.50 feet, and 215.99 feet to an iron pin set in the

western right-of-way of Highway NC96 South. Thence, South 80°-15'-02" West 1,792.97 feet to point and place of beginning

Section 2. A public information meeting on the question of annexing the above described territory will be held at City Hall, Board of Commissioners Room, Third Floor, 300 Williamsboro St. at 5:45 PM on Monday, April 3, 2006 at which time plans for extending services to said territory will be explained and all residents and property owners in said territory and all residents of the City of Oxford will be given an opportunity to ask questions and receive answers regarding the proposed annexation.

Section 3. A public hearing on the question of annexing the above described territory will be held at City Hall, Board of Commissioners Room, Third Floor, 300 Williamsboro St. at 7:00 PM on Tuesday, May 9, 2006, at which time plans for extending services to said territory will be explained and all residents and property owners in said territory and all residents of the City of Oxford will be given an opportunity to be heard.

Section 4. A report of plans for extending services to the above described territory shall be made available for public inspection at the office of the City Clerk at least thirty (30) days prior to the date of the public informational meeting. The statement of financial impact contained in the report shall be delivered to the Oxford Board of Commissioners at least thirty (30) days prior to the date of the public information meeting.

Section 5. A legible map of the area to be annexed and a list of persons holding freehold interests in property in the area to be annexed who have been identified shall be posted in the office of the City Clerk at least thirty (30) days prior to the date of the public informational meeting.

Section 6. Notice of the public informational meeting and public hearing shall be given by publication in the OXFORD LEDGER and by first class mail, as required by G.S. 160A-49.

Adopted this 14<sup>th</sup> day of February, 2006.

### **AUDIT PROPOSAL FOR FY 2005-2006 APPROVED**

Commissioner Kiesow requested that the contract should read or imply that the audit should balance with the present accounts.

Commissioner Wilkinson motioned to approve the audit proposal from Winston, Williams, Creech & Evans for FY 2005-2006. Commissioner Shope seconded the motion. The motion passed unanimously.

### **WATER & SEWER SERVICE APPROVED FOR BAILEY PRODUCE FACILITY**

Commissioner Shope motioned to provide 2,500 gallons per day of water and sewer service without a lift station to the proposed Bailey Produce facility in Oxford Industrial Park. Commissioner Kiesow seconded the motion. The motion passed unanimously.

Commissioner Kiesow added the ownership of the lift station would remain with Santa Fe Tobacco.

### **STOVALL WATER LINE PROJECT UPDATE**

Commissioner Kiesow added this item to the agenda.

Commissioner Kiesow, Chairman of the Public Works Committee, noted he, City Manager Marrow, City Engineer Thomas and County Manager Dudley Watts met to discuss the Stovall water line project and develop a concept on how to approach this. He noted the issues were that the line contained too many bells and whistles that raised the cost. He added his concern was if the City paid for the line with no interest; it would take 124 years for Stovall to pay for the water line project. Commissioner Kiesow mentioned a meeting was held which included City, County and Stovall officials. He added an interlocal agreement was determined. He noted the agreement is missing the \$5.00 charge per household per month. He added the agreement states the City would give Stovall \$150,000 and the County would match this. He

noted the cost could go up to \$157,000 for the City and County. He explained the tap cost would be \$3,500 per tap for new customers, for an estimated total of 86 new customers. He added a \$5.00 charge per household on rate structure was discussed and tentatively agreed upon. He asked to include this in the interlocal agreement. City Manager Marrow noted the \$5.00 charge was for if the City financed the entire \$300,000; therefore the charge would drop to \$2.75 per household on the rate structure. Commissioner Kiesow explained the rate structure consisted of \$3.05 plus chlorine if added for Stovall only. He stated Stovall would be charged the cost of the chlorine plus 10%. He reported Stovall would bear all costs of repair if Oxford did not have the problem, such as rotten leaves in the water system. City Manager Marrow noted this would be called a customer charge. Commissioner Kiesow added that once the water line has been paid for, Oxford would drop the charge and Stovall could pick up the impact fee. City Manager Marrow added Stovall would stop paying \$3,500 and reduce the customer charge. He reported taps beyond Gela would be allowed. Commissioner Kiesow noted the County would not have fire hydrants or booster pumps; it is being checked to see if it is legal. City Manager Marrow noted adjoining property owners would not be allowed to tap on because the line serves for Stovall only. Mayor Woodlief recognized an add on feature could be done at a greater cost later.

Commissioner Wilkinson recognized this would help Stovall, while not putting a burden on the citizens of Oxford.

Commissioner Herring asked what protection would the City have entering into the agreement with Stovall? Commissioner Kiesow noted the rate structure and City Manager Marrow recognized that Stovall is a local unit of government that needs help.

Commissioner Bridges stressed that Stovall is a neighbor and Oxford would benefit from assisting Stovall. Commissioner Herring commented he was in support of Stovall, but

recognized citizens would ask what protection the City has for reimbursement. He recommended sending this to the Public Works Committee to iron out the nuts and bolts.

Commissioner Herring motioned for the Public Works Committee to hold a final meeting with the County and Stovall and tweak the interlocal agreement, include the water rate structure in the agreement and City Manager Marrow send a written report to the Board of Commissioners. Commissioner Kiesow seconded the motion. The motion passed unanimously.

**JAMES B. INGRAM APPOINTED TO OXFORD  
COMMUNITY APPEARANCE COMMISSION**

Commissioner Bridges motioned to reappoint James B. Ingram to the Oxford Community Appearance Commission for a three-year term, expiring February 2009. Commissioner Powell seconded the motion. The motion passed unanimously.

**JUANITA ROGERS APPOINTED TO OXFORD  
COMMUNITY APPEARANCE COMMISSION**

Commissioner Bridges motioned to reappoint Juanita Rogers to the Oxford Community Appearance Commission for a three-year term, expiring February 2009. Commissioner Kiesow seconded the motion. The motion passed unanimously.

**JOANN BRYAN APPOINTED TO OXFORD  
COMMUNITY APPEARANCE COMMISSION**

Commissioner Shope motioned to reappoint JoAnn Bryan to the Oxford Community Appearance Commission for a three-year term, expiring February 2009. Commissioner Kiesow seconded the motion. The motion passed unanimously.

**BUDGET AMENDMENT APPROVED –  
OXFORD FIRE COMPANY REIMBURSEMENT**

Mayor Woodlief noted the County has increased their contributions to all volunteer fire companies by \$8,784.00; these funds were not budgeted by the City.

Commissioner Herring motioned to approve a budget amendment in the amount of \$8,784.00 for funds to be contributed the Oxford Volunteer Fire Company for their 100<sup>th</sup> Anniversary expenses. Commissioner Bridges seconded the motion. The motion passed unanimously.

**BUDGET AMENDMENT**

<b>ACCT. NO.</b>	<b>DESCRIPTION</b>	<b>INCREASE</b>	<b>DECREASE</b>
010530656	COST – 100 <sup>th</sup> ANNIVERSARY	\$8,784.00	
010399000	APP FUND BALANCE	\$8,784.00	

**STREET CLOSING FOR FUN RUN EVENT APPROVED**

Commissioner Herring motioned to approve a request to close Spring Street from Cooper Avenue to Belle Street between the hours of 7:00 AM to 11:00 AM on Saturday, March 11, 2006 for the Oxford Parks & Recreation Department’s Annual Fun Run Event. Commissioner Bridges seconded the motion. The motion passed unanimously.

**CONSENT AGENDA APPROVED**

**A. Meeting Minutes**

Commissioner Herring motioned to approve meeting minutes of January 3, 10 & 26, 2006. Commissioner Kiesow seconded the motion. The motion passed unanimously.

**B. Tax Releases**

Commissioner Wilkinson motioned to approve the following tax releases. Commissioner Williford seconded the motion. The motion passed unanimously.

<b>NAME</b>	<b>AMOUNT</b>	<b>REASON</b>
Carewell Hotels, Inc / Best Western Suites	\$857.18	City taxes charged in error – was not annexed in city in 2003
Carewell Hotels, Inc / Best Western Suites	\$1,014.85	City taxes charged in error – was not annexed in city in

		2002
G.C., Jr. & June Saunders	\$13.61	Duplicate listing with record #6295 –boat located in Sassafras Fork Township
Harriet C. Crawford	\$98.16	House burned by fire department on 9/24/03 – 515 Broad Street

**PUBLIC COMMENT – REZONING 901, 903, 905,  
907, 913 & 915 COLLEGE STREET FROM R-6 TO B-3**

Jerome Power of 233 Saddletree Road noted that he owned property at 909 Williamsboro Street (Hilltop Village Shopping Center). He asked the City to consider what an investor does; an investor invests capital. He asked the Board of Commissioners to treat every property the same and not discriminate. He added he has the feeling that the City is promoting another property instead of his. He noted this would work against him. Mayor Woodlief noted that the Board of Commissioners has not given any special consideration and at this time they do not know what would go there. He added the owners of the property have requested the rezoning.

**CLOSED SESSION – CONTRACT & PERSONNEL**

On a motion by Commissioner Wilkinson, seconded by Commissioner Williford, the Board voted to go into Closed Session according to G.S. 143-318.11 to discuss a contract and personnel. The motion passed unanimously.

At the end of the closed session and on motion by Commissioner Wilkinson, seconded by Commissioner Herring, the Board voted unanimously to return to the Regular Session.

**ADJOURNMENT**

There being no further business to discuss, Mayor Woodlief adjourned the meeting.

**NORTH CAROLINA  
GRANVILLE COUNTY  
CITY OF OXFORD**

**OXFORD CITY HALL, BOARD MEETING ROOM,  
MONDAY, FEBRUARY 27, 2006 AT 5:45 PM**

The Mayor and Board of Commissioners of the City of Oxford met in Special Session at City Hall, 300 Williamsboro Street at the above-mentioned time and place.

Present: Mayor Alvin Woodlief, Jr.  
Mayor Pro Tem Howard G. Herring, Sr.  
Commissioner S. Quon Bridges  
Commissioner Paul Kiesow  
Commissioner Chance Wilkinson  
Commissioner Stephen C. Powell  
Commissioner Robert Shope  
Commissioner Robert B. Williford, Sr.

Present also were City Attorney J. Thomas Burnette, City Manager Thomas S. Marrow, City Clerk Tanya S. Weary and Deputy Clerk Donna B. Hosch.

**ANNEXATION REPORT ADOPTED – ROLLINGWOOD SUBDIVISION**

City Manager Marrow explained that the annexation report is a document for the Board of Commissioners to consider if they want to annex Rollingwood Subdivision. He explained that the area must be eligible under the General Statutes for involuntary annexation. He noted that the report analyzes Rollingwood Subdivision. He noted the purpose of this report is to identify the area as being contiguous to Oxford and to demonstrate the area meets the statutory requirements for annexation.

City Manager Marrow noted that the General Statutes require the following:

The policy of the North Carolina General Assembly regarding annexation by municipalities with populations of 5,000 or more is set forth in 160A-48 through 160A-54 of the North Carolina General Statutes. A municipality may annex an area, which meets the following statutory standards required under the statutes:

- 1) The area must be contiguous to the corporate limits;
- 2) At least one-eighth of the total boundary of the area must coincide with the municipal boundary;
- 3) No part of the area may be within another municipality;
- 4) Part or all of the area must be “developed for urban purposes”, which means any area which has a total residential population equal to at least two persons for each acre of land included within its boundaries, or has a total resident population equal to at least one person for each acre of land included within its boundaries, and is subdivided into lots and tracts such that at least sixty percent (60%) of the total acreage consists of lots and tracts five acres or less in size and such that at least sixty-five percent (65%) of the total number of lots and tracts are one acre or less in size, or is so developed that at least sixty percent (60%) of the total acreage, not counting the acreage used at the time of annexation for commercial, industrial, governmental, or institutional purposes, consist of lots and tracts five acres or less in size.

City Manager Marrow added that Rollingwood Subdivision meets the General Statutory test. He added water and sewer services have already been extended to the area. He noted the City’s Police and Fire Departments could provide good services to Rollingwood. He recognized streetlights are already installed and the streets are in good condition. City Manager Marrow reported the following:

Revenues to the Water and Sewer Fund

Water and Sewer Billing	\$27,475
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The City will be taking over a sewer lift station that is approximately seven (7) years old. City staff anticipates an expenditure of approximately \$10,000 to service and replace critical parts, including an auto dialer and alarm system.

Mayor Woodlief noted Rollingwood has twice the lighting that is required by the City. He noted this would be expensive if the City continues to have the current lighting. He recommended following the rule for a streetlight every 500 feet and at each intersection. City

Manager Marrow noted it would cost \$3,266. He added there are 18 streetlights. He informed the City could take over 9-10 lights. Commissioner Wilkinson suggested asking the homeowners association if they want to pay the difference. All Board of Commissioners agreed.

Commissioner Kiesow asked if there are any pending lawsuits? City Attorney Burnette responded he could not find any lawsuits and added a lawsuit had not been filed in Oxford or at the State level concerning moving the creek. Commissioner Powell asked if the City would be liable? City Attorney Burnette noted the only issue is the movement of the creek and added the City would not be taking over the ownership of the land.

No one from the audience wished to speak.

City Manager Marrow reported a public informational meeting would be held on April 3, 2006 in conjunction with the Agenda Session at 5:45 PM; a public hearing in conjunction with the Regular Session meeting on May 9 at 7:00 PM; consider adopting the annexation ordinance on June 5 during the Agenda Session and effective date of annexation July 10, 2006.

Commissioner Kiesow commented the annexation report notes that the City would not incur any expenses, but later in the report the City does incur expenses associated with the lift station. City Manager Marrow noted it should state the City would not incur any expenses extending water and sewer services to the area. Commissioner Kiesow recognized the citizens would pay an inside rate once annexed.

Commissioner Herring motioned to approve the annexation report as presented for Rollingwood Subdivision. Commissioner Kiesow seconded the motion. The motion passed unanimously.

#### **STOVALL INTERLOCAL AGREEMENT – WATER LINE PROJECT**

Stovall Attorney Tom Currin expressed Stovall Mayor Janet Parrott's appreciation. He noted Stovall had to scale back the water line project by using a smaller pump. He added Stovall

is asking the County to make advancement toward the construction also. He explained the Town of Stovall would reimburse the City for any advances the City might make by citizens tapping onto the line and through a monthly user charge for current and new users. Attorney Currin commented this is a win-win situation for Stovall and Oxford.

City Manager Marrow asked if Stovall had an ordinance, which requires everyone to tap the water line. Attorney Currin noted an ordinance exists, but has not been strictly enforced, but would be with this new agreement.

Commissioner Kiesow, Chairman of Public Works Committee, motioned to adopt the interlocal agreement between the City, County and Stovall and the City provide \$160,000 to Stovall and Stovall remits ½ the surcharges to City and follow the comments set forth by Attorney Tom Currin. Commissioner Wilkinson seconded the motion. The motion passed unanimously.

Commissioner Kiesow explained the City would provide \$160,000 to Stovall and added to charge \$3.00 per resident per month. He added there are an estimated 220 residents and if this number drops below 200; the City would have the authority to adjust the rates. He suggested a rate of \$3.00 per month for 20 years in order to help pay for the line, as well as the money associated with the tap fees and once the line has been paid for; this fee would be eliminated. Mayor Parrott is to provide a census each January. Attorney Currin noted Stovall favors the phase “until the line has been paid for.”

Commissioner Kiesow, Chairman of the Public Works Committee motioned to approve the above explanation of reimbursement concerning the \$3.00 monthly fee per resident. Commissioner Wilkinson seconded the motion. The motion passed unanimously.

Commissioner Kiesow added the conditions should continue as set forth in the agreement approved between Stovall and Oxford on November 9, 2004. City Manager Marrow noted the agreement should be null and void in order to be modified. Attorney Currin added Stovall would approve the modified agreement.

**PUBLIC COMMENT - ALLEN JOHNSON**

Allen Johnson of 106 Spruce Drive, President of the Rollingwood Subdivision Homeowners Association explained that some homeowners do not want to be annexed into the City. He noted that they are waking up to the fact that when they signed the covenant, it gives the developer (Mort Bergen) the authority when and if to bring the subdivision into the City. He noted that the homeowners want to amend this and added that there is a provision in the covenant that 2/3 of the homeowners can amend the covenant.

Commissioner Wilkinson recommended talking to an attorney and explained that the proposed annexation does not involve the developer. He added Rollingwood is contiguous property and the City can annex the subdivision regardless of what the covenant states.

**ADJOURNMENT**

There being no further business, Mayor Woodlief adjourned the meeting.

