

**NORTH CAROLINA
GRANVILLE COUNTY
CITY OF OXFORD**

**OXFORD CITY HALL, BOARD MEETING ROOM,
TUESDAY, JANUARY 3, 2006 AT 5:45 PM**

The Mayor and Board of Commissioners of the City of Oxford met for an 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 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 – JANUARY 10, 2006

The Board of Commissioners set the agenda for the January 10, 2006 meeting.

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, JANUARY 10, 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.
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.

Reverend Phillip Betts gave the prayer.

The Pledge of Allegiance followed the prayer.

PUBLIC COMMENT

Walter Cantley and Frank Strickland signed in to speak on health insurance for retired elected officials during Public Comment. Mayor Woodlief recognized that this item was on the agenda and they would be given the opportunity to speak on the issue for 3 minutes.

**MAYOR'S YARD OF THE MONTH AWARD -
MARK & GINNIE HICKS – JANUARY'S RECIPIENTS**

Mayor Woodlief recognized January's Mayor's Yard of the Month winners, Mark and Ginnie Hicks and acknowledged that they were unable to attend the meeting. Mayor Woodlief

read the certificate, which recognizes them for their outstanding job of landscaping maintenance and overall attractiveness of 303 High Street. 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*.

**ZONING PUBLIC HEARING – REZONE 903, 905, & 907
COLLEGE STREET FROM R-6 TO B-3**

Mayor Woodlief declared the public hearing open. He explained the purpose of the public hearing was to hear comments on rezoning 903, 905 and 907 College Street as requested by Dudley Watts, Jr. and 909 College Street as requested by Mike Norwood from R-6 (one and two family residential) to B-3 (General Business).

No one from the audience wished to speak on this issue. City Clerk Weary acknowledged the letter opposing the rezoning of the property from Jerome Power of 233 Saddletree Road who was unable to attend the meeting. Commissioner Bridges asked if the Board should give Mr. Power the opportunity to speak before the Commissioners next month.

Commissioner Herring asked to acquire all of the property owners' permission to rezone the property. There are two lots that are in between these proposed lots that are owned by different individuals who are considering the same rezoning request.

City Manager Marrow noted all property owners have been contacted except one due to the lack of a telephone number, however a letter will be sent to her. He noted the other two property owners are willing to be rezoned and will appear before the Planning Board.

Mayor Woodlief closed the public hearing.

**REZONE 903, 905, & 907 COLLEGE STREET
FROM R-6 TO B-3 – DELAYED UNTIL FEBRUARY**

Commissioner Herring motioned to delay approving the request to rezone 903, 905, 907 and 909 College Street from R-6 (one and two family residential) to B-3 (General Business) until the February Regular Session meeting. Commissioner Bridges seconded the motion. The motion passed unanimously.

**ZONING PUBLIC HEARING – AMEND ZONING ORDINANCE –
BROADCASTING STUDIOS, RADIO OR TELEVISION**

Mayor Woodlief declared the public hearing open. The purpose of this public hearing was to hear comments on putting back what was inadvertently left out of the new Zoning Ordinance: allow broadcasting studios, radio or television in B-2, B-3 and I-3 zoning districts as a permitted use and require a special use permit in the R-A and B-1 zoning districts. No one from the audience wished to speak.

Mayor Woodlief closed the public hearing.

**ZONING ORDINANCE AMENDED –
BROADCASTING STUDIOS, RADIO OR TELEVISION**

Commissioner Bridges motioned to allow broadcasting studios, radio or television in B-2, B-3 and I-3 zoning districts as a permitted use and require a special use permit in the R-A and B-1 zoning districts. Commissioner Shope seconded the motion. The motion passed unanimously.

**RECOGNITION OF FORMER CITY COMMISSIONER
ALICE CURRIN–TAKEN OFF THE AGENDA**

Former City Commissioner Alice Currin was unable to attend the meeting; therefore this item was removed from the agenda.

PRESENTATION ON AUDIT REPORT FOR 2004-2005

Carlene Evans of Winston, Williams, Creech & Evans presented the following PowerPoint slides concerning the City of Oxford Audit for year ending June 30, 2005:

Summary



- **The City of Oxford received an unqualified opinion for June 30, 2005**
- **The City of Oxford again received the Certificate of Excellence in Financial Reporting for the year ended June 30, 2004 and submitted the June 30, 2005 report to GFOA**

2

GASB #34 Highlights

- **Statement of Net Assets-page 39**

| | <u>2004</u> | <u>2005</u> |
|-------------------|---------------------|---------------------|
| Total assets | \$ 25,322,314 | \$ 27,452,474 |
| Total liabilities | <u>\$ 3,505,506</u> | <u>\$ 4,830,055</u> |
| Net Assets | \$ 21,816,808 | \$ 22,622,419 |

3

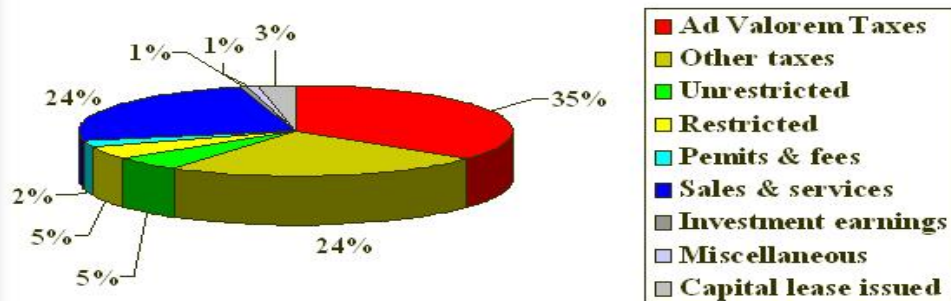
GASB #34 Highlights

● Statement of Activities-page 40

| | <u>2004</u> | <u>2005</u> |
|------------------------|------------------|------------------|
| Revenues | \$ 9,509,605 | \$ 10,203,403 |
| Expenditures | <u>9,273,810</u> | <u>9,331,529</u> |
| Increase in Net Assets | \$ 235,795 | \$ 871,874 |

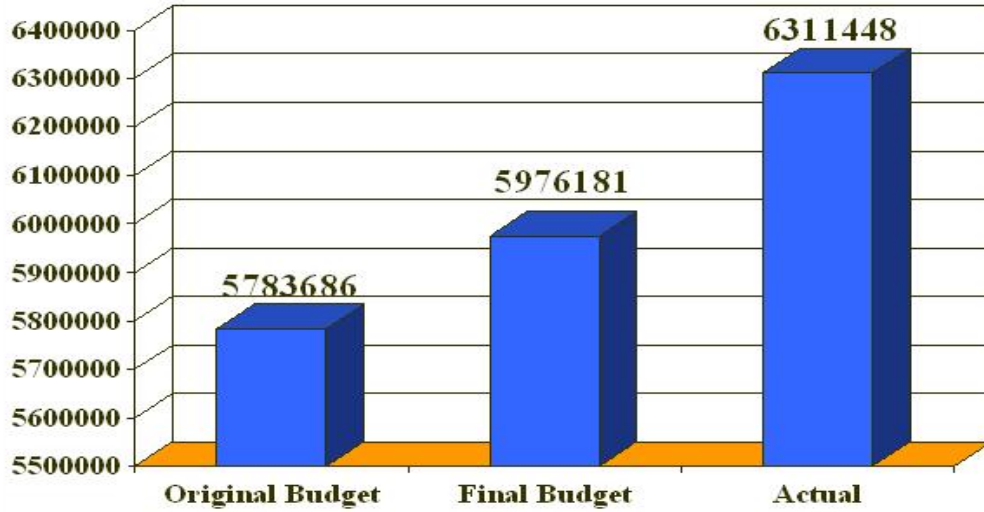
4

Governmental Fund Revenues page 44



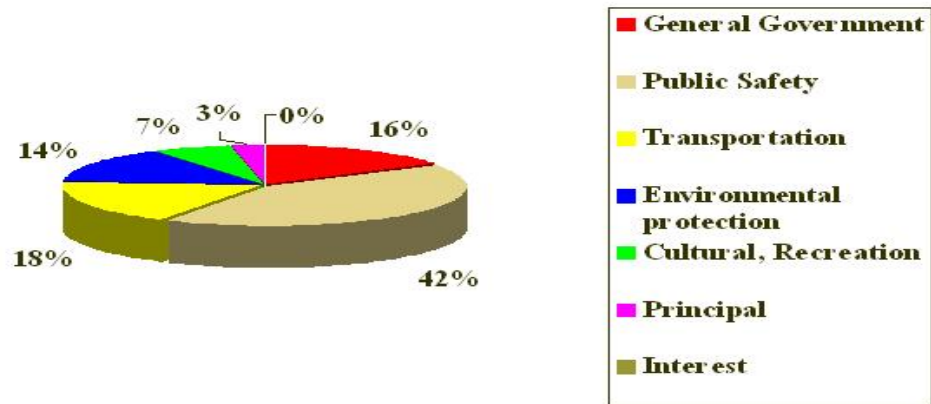
5

General Fund Revenues

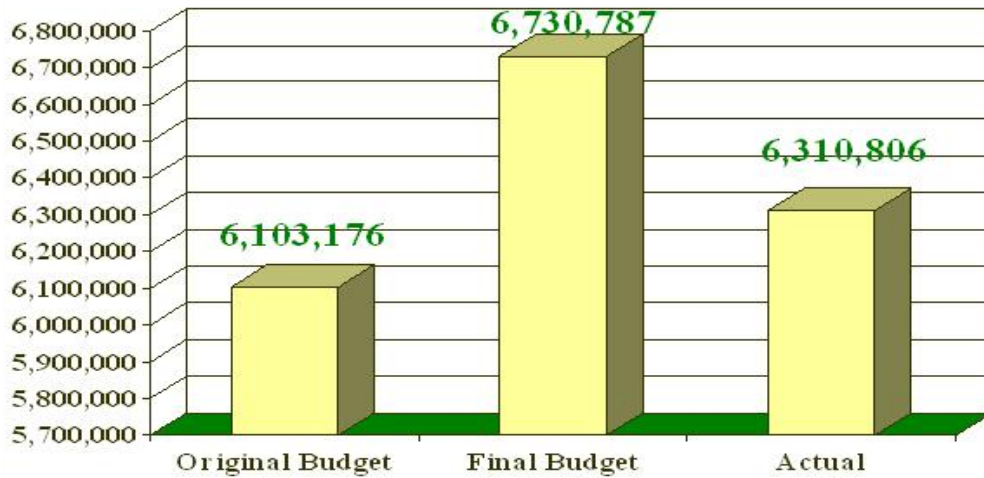


Governmental Fund Expenditures

page 44

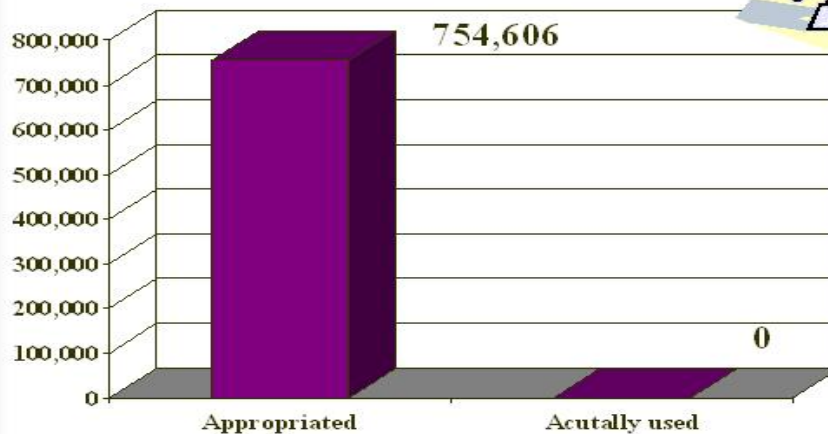


General Fund Expenditures



8

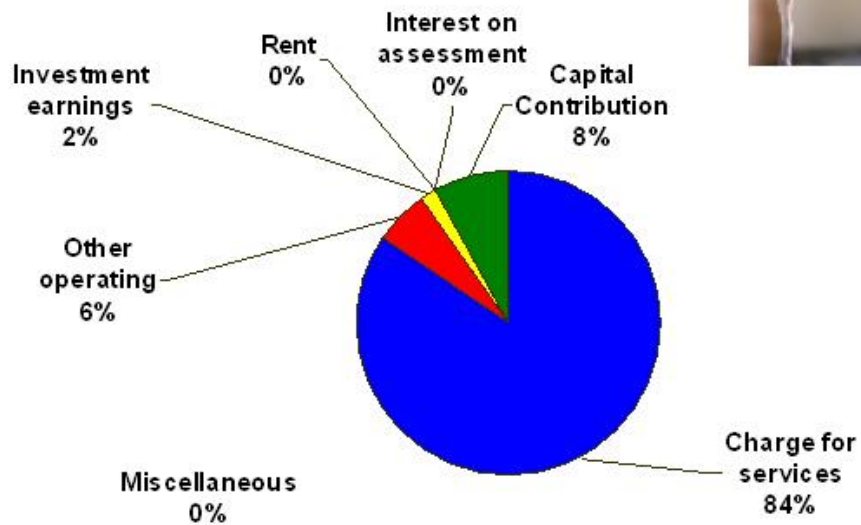
Appropriated Fund Balance- Budget vs Actual



9

Proprietary Revenues

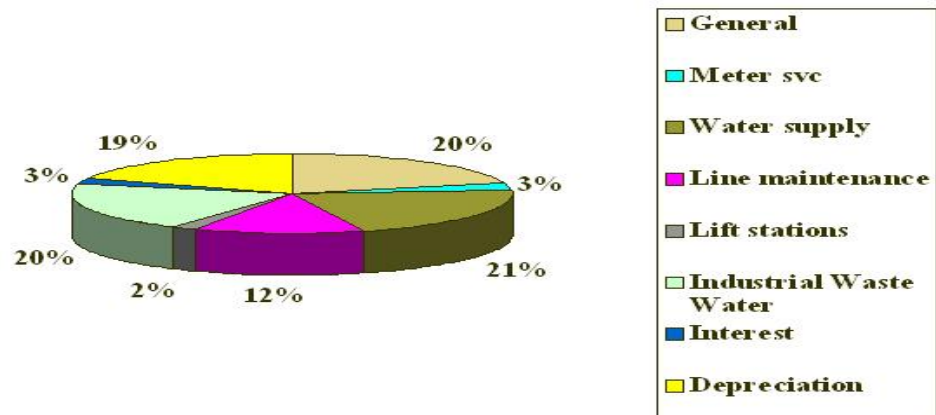
page 49



10

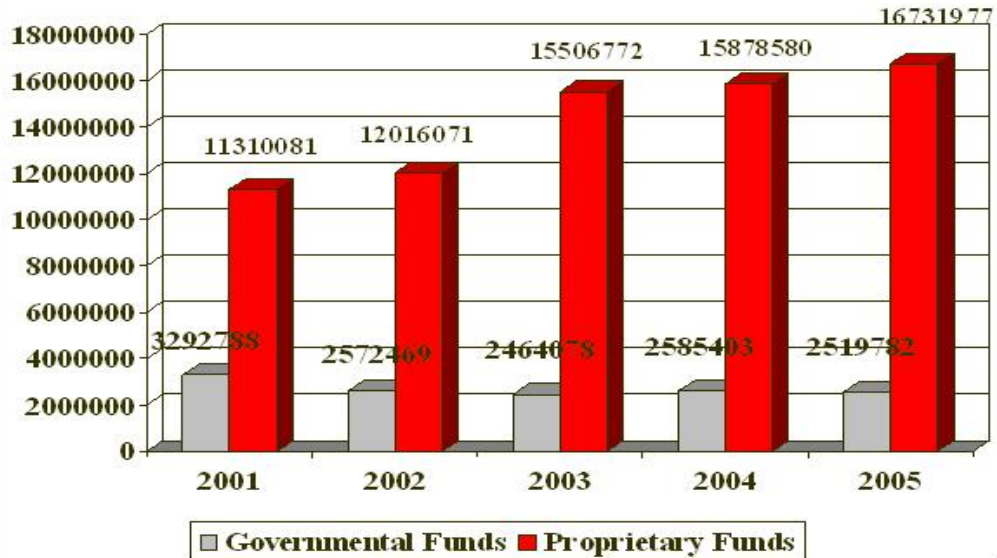
Proprietary Expenditures

page 49



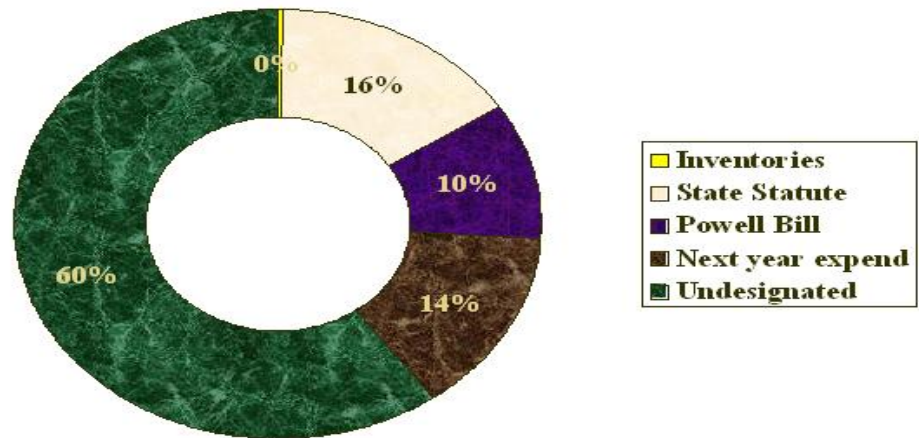
11

Fund Balance



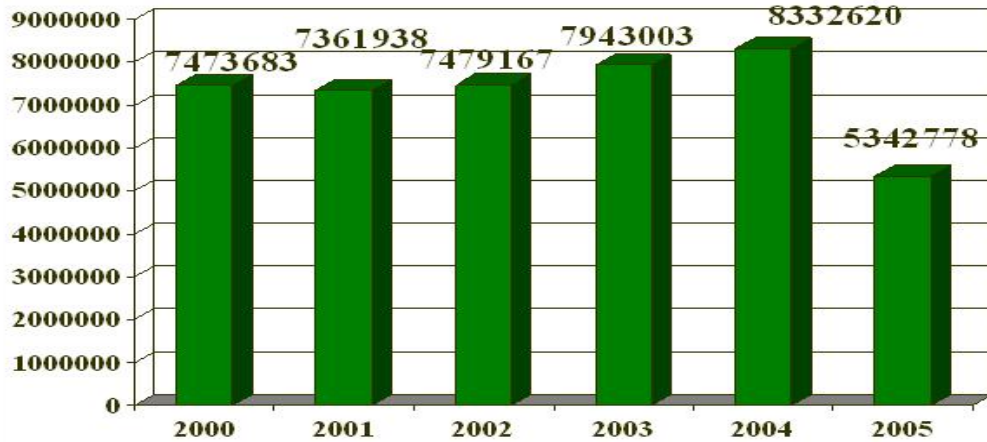
12

General Fund - Fund Balance



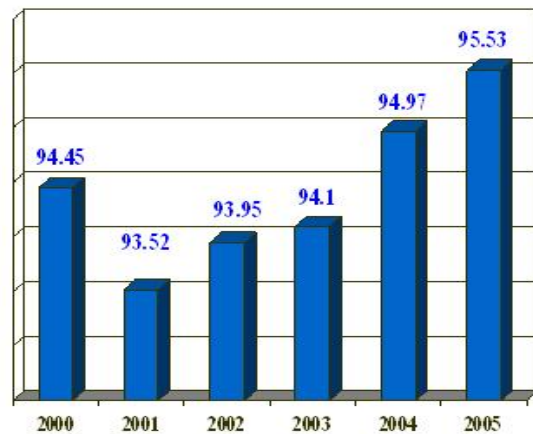
13

Cash Balances at June 30



Tax Levy & Collection

- 2000 2,065,527
- 2001 2,037,705
- 2002 2,046,757
- 2003 2,220,824
- 2004 2,215,799
- 2005 2,231,929



AUDIT REPORT FOR 200-2005 APPROVED

Commissioner Wilkinson, Chairman of the Finance Committee, motioned to approve the audit report as presented by Winston, Williams, Creech & Evans for 2004-2005. Commissioner Herring seconded the motion. The motion passed unanimously.

GRANVILLE COUNTY ECONOMIC DEVELOPMENT QUARTERLY REPORT

Leon Turner, Director of Granville County Economic Development reported the industrial, commercial and special projects remain strong. He recognized that the County would soon have a \$50 million expansion at CertainTeed. He told that Oxford would be home to the largest shingle producing plant in the world and Oxford already has the largest cosmetic plant in the world. He noted this would be used in their marketing efforts. Mr. Turner noted Dill Air is delighted with their situation. He told that they had promised to employ 80 people by the end of the year, but by the end of the quarter they already had 100 employees. He noted that Dill would expand into the Lenox Outlet once it closes.

Mr. Turner reported the 60,000 sq. ft. building behind Avnet is under contract and should announce something within the next 30-60 days. He told the Avnet building was under contract but fell through the week after Christmas. He added he showed this building 2 hours ago and would again to another prospect at the end of the month. He reported an international prospect is looking at the Montague site. Mr. Turner noted NT Techno received another truckload of equipment that filled the building. He advised the options on the hub site run out in April. He stated he and the county commissioners would do whatever it takes to see this project go forward as an upscale industrial site.

FINANCIAL REPORT – DECEMBER 2005

Finance Officer Stephen McNally supplied the Board with a copy of the December 2005 financial report that included General Fund actual revenues of \$848,072 actual expenses of \$616,425; Water Fund actual revenues of \$277,034, and actual expenses of \$1,323,984 and Other actual revenues of \$51,606 and actual expenses of \$40,475. The subtotals to date are General Fund actual revenues of \$3,714,786 and actual expenses of \$3,339,584; Water Fund actual revenues of \$4,112,514 and actual expenses of \$4,749,854; 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.

HEALTH INSURANCE POLICY FOR RETIRED ELECTED OFFICIALS AMENDED

Walter Cantley of 229 Saddletree Road asked the Board to think hard about extending medical, dental and optical insurance to the elected officials after they have served for a specific number of years. He noted that most companies have decided they can no longer afford this luxury for the retired employees. He reported he worked for a company for 32 years and upon retirement he had to purchase these plans at expensive costs. He noted this would be costly to the City in a few years. He urged the Board to vote against health insurance for retired elected officials.

Frank Strickland of 112 Planters Place told that numerous citizens in Oxford do not have any health insurance because they are not able to afford it. He noted that allowing elected officials to get free health insurance is wrong. He noted for it to be an incentive to run for office is ludicrous and commissioners are paid \$5,200 per year. He stated it should be an honor to serve as a commissioner and anyone who does it for benefits is in it for the wrong reason He

asked the Board to do the right thing by eliminating free health insurance for retired elected officials. He noted that one person currently receiving the benefits is employed by the State. Mr. Strickland addressed Mayor Woodlief and recognized that he made the statement that the SBI investigated the Chief of Police. Mayor Woodlief called Mr. Strickland out of order and asked him to have a seat.

Commissioner Wilkinson, Chairman of the Finance Committee, noted cities and counties have different approaches regarding health insurance. He added that Granville County commissioners are paid \$4,000 more than Oxford Commissioners and they also receive health insurance while they are serving on the Board, unlike the City Commissioners. He noted the County Commissioners also receive health insurance if they have served 12 years or more. He told the Finance Committee recommended changing the minimum of accumulated service to 20 years. He stated the City would need additional incentives for people to serve and continue to serve. He stressed this does not affect the people who are already vested because it is morally wrong to do so and would be inviting a lawsuit against the City of Oxford.

Commissioner Wilkinson motioned to adopt the amendment to health insurance benefits for qualifying elected officials of the City. Commissioner Herring seconded the motion.

Commissioner Shope noted he spoke to 800-1000 people about health insurance for retired elected officials. He noted out of the 800-1000, he got one person who was in favor of it and reported the others said no. He noted at the Finance Committee it was noted the City could look forward to staggering figures for health insurance. He noted that one of the top issues in 2005 stated in the National League of Cities website is the surge in healthcare. He noted the cost of healthcare went up 12% annually and municipal leaders are working with the NLC for recommendations for a comprehensive system in healthcare reform. He told that more than 90%

of the cities responding to the recent poll stated the healthcare costs for their employees were in the negative, affecting their budget. They have asked the federal government to provide tax incentives: buying into federal programs and the last resort buy safety net federal program for individuals who are unable to obtain healthcare coverage any other way. Commissioner Shope noted it would cost the taxpayers by giving retired part time elected officials health insurance, including dental, vision and pharmacy, which is equal to a retired city employee. He added from the article that ran in the Herald Sun on Thursday he received calls on Friday and Saturday, not one of the citizens was in favor of this insurance. He asked if it is possible to bring this issue to the people to vote on? He recommended delaying this issue so the City can find out what it can and cannot do. He stated he does not see proof of this working as an incentive. He believes there is a better way to motivate citizens to run for office. He asked for the Board to be good stewards of the City's resources.

Commissioner Kiesow agreed with Commissioner Shope for public corporations changing health insurance policies, but added it is not true for government. He noted this is noted in Popular Government, Winter 2004, *Can Public Employers Eliminate or Reduce Health Benefits*. He summed that if the public employer has promised to pay all or some of the costs of health insurance premiums for its retirees, may the employer change its mind and cease paying premium costs, probably not. He recognized the changes as presented in the proposed policy. He supported the amendment as presented.

Commissioner Bridges noted it is interesting that the statistics show that City commissioners are paid \$4,000 less than the County commissioners and they also get these benefits after 12 years of service. He recognized that many commissioners would probably not utilize this. He recognized Commissioner Shope's comment of speaking with 800-1000 people

and number of calls he received; only 2 people have spoken against the issue. He commented that anyone who serves on the City Board for 20 years deserves the health insurance coverage.

Commissioner Herring commented he would never use the benefit, but supports it.

Commissioner Powell noted that he did not plan to serve on the Board for 20 years, but he said he would want it and would have earned it.

Commissioner Wilkinson motioned to adopt the amendment to health insurance benefits for qualifying elected officials of the City. Commissioner Herring seconded the motion. Commissioners Wilkinson, Herring, Kiesow, Bridges and Powell voted in favor of the motion. Commissioner Shope voted against. The motion passed 5-1.

**Amendment to Health Insurance Benefits
For Qualifying Elected Officials of the City**

All elected City officials (Mayors and Commissioners) who obtain a minimum of twenty (20) years accumulated service with the City, regardless of age, shall be eligible for paid, single health and hospitalization insurance coverage including dental, vision, and pharmacy at a level equal to that of active and retired City employees.

Participation in said plan shall be at the option of the official and shall continue until the eligible official reaches the age of sixty-five (65) at which time the eligible official shall be transferred from the regular City group policy to a Medicare supplemental health and hospitalization policy. In addition, the City will provide dental, vision, and pharmacy. All Medicare supplemental policy plans shall be subject to approval by the City.

Qualifying elected officials cannot elect to receive cash or other compensation in lieu of the benefits provided hereunder. When negotiating new insurance contracts, the City will include eligibility for elected officials who chose to buy insurance through the City, as it is with the current contract.

This policy does not apply to officials who presently are vested in and who receive health insurance benefits under the current City policy.

UPDATE ON 208 EAST SPRING STREET

David and Vickie Keighley of 202 Belle Street gave an update on the progress of 208 E. Spring Street: porch removed and replaced, replacing siding where the old porch was removed.

City Manager Marrow recognized the seven items that needed to be completed and had requested a completion date of each. He added according to the time scheduled presented, it is going beyond the 90 day period. He noted it is up to the Board to grant an extension for completion.

Commissioner Kiesow recognized the Board was pleased with the progress, but asked for Mr. Keighley to be more precise with the dates of completion. He suggested changing the times from early spring, etc. to a specific date. He noted the current schedule is hard to measure.

City Manager Marrow noted that once the property is completed, the City will inspect it to see if it is habitable or in a state where it can be rented. It was requested to add on the schedule the date of completion. Mrs. Keighley responded they did not intend to rent the house out and why did they have to have it habitable? City Manager Marrow replied the City has a minimum housing code, which states it has to be in the state to be rented out. He added storage buildings are not allowed in residential neighborhoods. He stated if it were not habitable, it would be basically a storage building and not a house.

Mrs. Keighley explained the renovations are slow due to financial commitments elsewhere. She recognized that renting would generate income, but they do not wish to divide the property. She noted they are planning to renovate the outside, but do not want to completely refurbish the inside.

Mayor Woodlief summarized that the Board of Commissioners would like to continue with the schedule and suggested asking Planning Director Hart what are the minimum requirements.

Commissioner Herring questioned if the Board's concern is with the exterior of the house? Mayor Woodlief commented the ordinance addresses the inside and outside. Commissioner Herring added there are others in the City that need to be addressed.

ANNEXATION ORDINANCE ADOPTED – WEST QUAILRIDGE ROAD (6 LOTS)

Commissioner Herring motioned to adopt the annexation ordinance for the six lots located on West Quailridge Road with an effective date of annexation of January 10, 2007. Commissioner Bridges seconded the motion. The motion passed unanimously.

ORDINANCE: 06-01-02

ADOPTED: 01-10-06

EFFECTIVE: 01-10-07

AN ORDINANCE TO EXTEND THE CORPORATE LIMITS OF THE CITY OF OXFORD, UNDER THE AUTHORITY GRANTED BY PART 3, ARTICLE 4A, CHAPTER 160A OF THE GENERAL STATUTES OF NORTH CAROLINA

WEST QUAILRIDGE ROAD (6 LOTS)

WHEREAS, all of the prerequisites to adoption of this ordinance prescribed in Part 3, Article 4A, Chapter 160A of the General Statutes of North Carolina, have been met, and

WHEREAS, the Board of Commissioners has taken into full consideration the statements presented at the public hearing held on the 5th day of December, 2005 on the question of this annexation; and

WHEREAS, the Board of Commissioners has concluded and hereby declares that annexation of the area described herein is necessary to the orderly growth and development of the City of Oxford,

NOW, THEREFORE, BE IT ORDAINED by the Board of Commissioners of the City of Oxford that:

Section 1. From and after the 10th day of January, 2007 the effective date of this annexation, the following territory shall be annexed to and become a part of the City of Oxford, and the corporate limits of the City of Oxford shall be extended to include said territory more particularly described by metes and bounds as follows:

Metes and Bounds of Annexation of W. Quailridge Road (6 Lots)

Being part of Lot #1, and all of lots #2,#3, and #7-#10, according to the map entitled "Annexation Map for City of Oxford", prepared by Precision Surveys, dated August 4, 2005. This land is bounded on the north by Meadowbrook Subdivision, Phase 2, on the west by the Oxford Outer Loop, on the south by land belonging to D.B. Construction and others, and on the east by Randy Gilmore. This site contains 5.048 acres.

Section 2. The Board of Commissioners hereby finds and declares that the above described territory meets the requirements of G. S. 160A-48, in that:

- 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; and
- 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 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 that 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 of lots and tracts in the area at the time of annexation are used for residential, commercial, industrial, institutional or governmental purposes, and is subdivided into lots and tracts such 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.

Section 3. It is the purpose and intent of the City of Oxford to provide services to the area being annexed under this ordinance, as set forth in the report of plans for services approved by the Board of Commissioners on the 27th day of September, 2005 and filed in the office of the Clerk for public inspection on September 27, 2005. See Annexation Report.

Section 4. The Board of Commissioners hereby finds and declares that, on the effective date of annexation prescribed in Section 9 hereof, water and sewer service was previously established and provided in the proposed annexed area by the City of Oxford and that no additional water and sewer service was requested pursuant to G.S. 160A-47(3)(b).

Section 5. From and after the effective date of this annexation, the territory annexed and its citizens and property shall be subject to all debts, laws, ordinances and regulations in force in

the City of Oxford, and shall be entitled to the same privileges and benefits as other parts of the City.

Section 6. That the newly annexed territory described above shall be subject to city taxes according to G. S. 160A-58.10.

Section 7. That the Mayor of the City of Oxford shall cause an accurate map of the annexed territory described in Section 1 hereof, together with a duly certified copy of this ordinance, to be recorded in the office of the Register of Deeds of Granville County, and in the office of the Secretary of State in Raleigh. Such map shall also be delivered to the County Board of Elections, as required by G.S. 163-288.1.

Section 8. This ordinance shall become effective on January 10, 2007. As to qualified tracts of agricultural land, horticultural land and forestland, the annexation will become effective on the last day of the month in which the tract or part thereof becomes ineligible for present-use classification under G.S. 015-227.4 or no longer meets the requirements of G.S. 160A-49(f1)(2).

Section 9. Notice of adoption of this ordinance shall be published once in a newspaper having general circulation in the City of Oxford.

Adopted this 10th day of January, 2006.

**BUDGET AMENDMENT APPROVED – FIDELITY BANK
DONATION TO POLICE DEPARTMENT**

Commissioner Bridges motioned to approve a budget amendment in the amount of \$100.00 made payable to the General Fund for funds received from Fidelity Bank in appreciation of the Oxford Police Department. Commissioner Shope seconded the motion. The motion passed unanimously.

BUDGET AMENDMENT

| ACCT. NO. | DESCRIPTION | INCREASE | DECREASE |
|------------------|--------------------------|-----------------|-----------------|
| 010351020 | EMPLOYEE WELFARE – PD | \$100.00 | |
| 010510629 | EMPLOYEE WELFARE | \$100.00 | |

BUDGET AMENDMENT APPROVED – DRUG TAXES FROM STATE

Commissioner Kiesow motioned to approve a budget amendment in the amount of \$1,896.00 made payable to the General Fund for drug taxes received from the State. Commissioner Wilkinson seconded the motion. The motion passed unanimously.

BUDGET AMENDMENT

| ACCT. NO. | DESCRIPTION | INCREASE | DECREASE |
|------------------|--------------------------|-----------------|-----------------|
| 010351120 | SPECIAL FEDERAL FORFEITU | \$1,896.00 | |
| 010510393 | POLICE UNDERCOVER FUND | \$1,896.00 | |

BUDGET AMENDMENT APPROVED – LIGHTS AT HIX TENNIS COURTS

Commissioner Herring motioned to approve a budget amendment in the amount of \$5,000.00 (to match \$15,000) to replace outdated lights at the Hix Tennis Courts. Commissioner Bridges seconded the motion. The motion passed unanimously.

BUDGET AMENDMENT

| ACCT. NO. | DESCRIPTION | INCREASE | DECREASE |
|------------------|------------------------------|-----------------|-----------------|
| 010620550 | FIXED ASSETS OVER \$5,000.00 | \$5,000.00 | |
| 010399000 | APP FUND BALANCE | \$5,000.00 | |

RESOLUTION ADOPTED – NC LOCAL GOVERNMENT DEBT SETOFF PROGRAM

Commissioner Kiesow motioned to adopt a resolution for the NC Local Government Debt Setoff Program. Commissioner Herring seconded the motion. The motion passed unanimously.

**NC LOCAL GOVERNMENT DEBT
SETOFF PROGRAM RESOLUTION**

Whereas, NCGS Chapter 105A, Setoff Debt Collection Act, authorizes the North Carolina Department of Revenue to cooperate in identifying debtors who owe money to qualifying local agencies and who are due refunds from the Department of Revenue; and

Whereas, the law authorizes the setting off of certain debts owed to qualifying local agencies against tax refunds; and

Whereas, the North Carolina Association of County Commissioners and the North Carolina League of Municipalities have jointly established a clearinghouse to submit debts on behalf of the City of Oxford as defined in G.S. 105A-2(6), effective January 1, 2006 and thereafter as provided by law;

Now, therefore, be it resolved that the City of Oxford will participate in the debt setoff program and hereby designates Finance Officer Steve McNally as the person to hold hearings and conduct necessary proceedings.

Mayor Al Woodlief, Jr. and City Manager Thomas S. Marrow are hereby authorized to execute such documents and agreements as necessary to participate in the debt setoff program.

Adopted by the Oxford Board of Commissioners, this 10th day of January, 2006.

CONTRACT APPROVED – DMP – FOUNDRY BRANCH PHASE IV

Commissioner Kiesow motioned to approve contract with Davis, Martin & Powell (DMP) in the amount of \$43,000 for engineering design, construction administration and easement surveying and mapping for Foundry Branch Phase IV. Commissioner Wilkinson seconded the motion. The motion passed unanimously.

CONSENT AGENDA APPROVED

A. Meeting Minutes

Commissioner Herring motioned to approve meeting minutes of December 13, 2005. Commissioner Wilkinson seconded the motion. The motion passed unanimously.

JOINT MEETING WITH STOVALL TO BE SCHEDULED

City Manager Marrow noted the Mayor of Stovall, Janet Parrott had contacted him about a joint meeting with Oxford to discuss the water line project. The Board of Commissioners agreed to hold the meeting on Thursday, January 26, 2006.

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,
THURSDAY, JANUARY 26, 2006 AT 5:30 PM**

The Mayor and Board of Commissioners of the City of Oxford met for a Special 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 and City Manager Thomas S. Marrow.

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.

INTERVIEWS FOR VACANT COMMISSIONER'S SEAT

Mayor Woodlief explained the purpose of the meeting was to allow Commissioners to ask one question per applicant and not for public comment. He noted the interviews were scheduled in 10-minute intervals.

Applicants were interviewed as follows and were asked one question by each Commissioner: Sherby G. Slaughter; Robert B. Williford, Sr.; Walter N. Cantley; Randolph R. Lockett; James "Eddie" McCoy; Running Bear Knight; Juanita Rogers; James E. Boring; Shari K. Wynn; Barbara B. DuRant; and Alice Gray Currin.

The questions asked were as follows:

- 1) Would you prefer to raise taxes to provide additional services to the citizens of Oxford or you would prefer to keep the tax rate the same?

Or, what is your biggest priority for the City of Oxford?

Or, what do you think the role of City government should be?
- 2) Would you be willing to serve on the committees appointed by the Mayor?
- 3) As an individual, what have you personally done in the last 3-5 years that has contributed to the improvement of lifestyle, service and conditions for the citizens of Oxford?
- 4) A question was asked about a particular comment made on each application, such as keeping business in Oxford or their vision for Oxford.
- 5) In observing the past action of the Board, what do you think the Board could improve upon to do a better job?
- 6) Would you briefly describe the knowledge, skills, and/or experience you have that makes you well suited for the City Council?

7) If time allowed, the opportunity was given to the candidate to elaborate on anything they wished to share with the Board of Commissioners.

Applicant Suzanne Sella submitted a letter dated January 23, 2006 to Mayor Woodlief and the Board of Commissioners withdrawing her name from consideration of appointment to the vacant seat due to a family illness.

VACANT COMMISSIONER'S SEAT PROCESS APPROVED

Mayor Woodlief explained that the next step in the process is to complete the ballot by voting for 3 applicants and the top four will be moved to the next step, which will be at the Agenda Meeting on February 6, 2006. He stated in the event of a tie the Board will vote again. He added City Attorney Burnette and City Manager Marrow would collect the ballots and would return with the results. He noted David Lawrence of the Institute of Government stated the ballots must be signed. City Attorney Burnette stated the Board of Commissioners could vote for no more than 3 applicants. He added if the Board approves of this process; he asked for a motion to approve of this process.

Commissioner Kiesow motioned to use the process to fill the vacant commissioner's seat for the unexpired term of former City Commissioner L. Clement Yancey, said term expires in December 2007 as presented by City Attorney Burnette. Commissioner Wilkinson seconded the motion. The motion passed unanimously.

City Attorney Burnette and City Manager Marrow collected the ballots and left the Commissioner's Board Room to tally the results.

Mayor Woodlief read the following four top applicants: Sherby Slaughter, Robert Williford, Juanita Rogers and Shari Wynn. He added a copy of the ballots would be available to the public tomorrow and could be picked up in the Manager's office.

TOWN OF STOVALL WATER LINE PROJECT

Janet Parrott, Mayor of Stovall, noted the bids for the Stovall water line project came in over. She explained the project was bid out in Part A, B and C. She told the project might not happen if additional funds are not found. She noted Part A is the cost from Oxford to Stovall's meter vault is \$1,004,022.50; Part B is from the meter vault to Stovall (first proposed project) and Part C – pipe is old (from original stopping point to the water tank) and would probably experience a lot of breaks. She noted the original figure for construction was estimated at \$805,000. Technical services are the same. Mayor Parrott explained the funds available are: \$400,000 grant from the Rural Center; \$600,000 from CDBG; Granville County - \$37,400. There is a deficit of \$512,000, which does not include Part C. She noted she has contacted several federal and state agencies and at the current time Stovall is not able to get additional funding. She requested for the City and Granville County to have a joint committee meeting with Stovall to see what can be worked out. She stressed the project is vital to Stovall and the County. She emphasized this would be an opportunity for Oxford to expand and grow. Mayor Parrott requested for Oxford to look at the agreement with Stovall and do something similar to that of Stem and the County (90% funding, and County loaned Stem the money and every place the County would use would give them allocation). She noted the agreement was for 5 years to repay based on people tapping onto the system. She added Stovall is open to anything and stressed she does not have time to waste. She explained that the CDBG urgent funds require her to have the project completed by March 2007.

Randy McNeill of Davis, Martin & Powell was in attendance on behalf of the Town of Stovall. He added the County Commissioners voted to assign this issue to a Committee and staff

to do something similar to the Stem agreement. He noted some of the costs are to provide water service along the entire route. He explained some of the costs could be reduced.

Commissioner Kiesow, Chairman of the Public Works Committee noted for all of the City's projects there is a 5-year plan. He suggested putting a portion of the project into the plan. He added he wanted to protect the citizens of Oxford from a rate increase. Mr. Neill explained the bid bond expires on February 22 and requested for something to be decided by this date if at all possible. He added the construction work could be done in 8 months. Mayor Parrott stressed this project would be a major benefit to Oxford and the County.

Commissioner Bridges asked what would happen if the City did not address this issue? Mayor Parrott explained that Stovall has run out of water several times and she does not know what they would do.

Commissioner Herring suggested that Stovall go back to the County for additional help.

Commissioner Kiesow asked Mayor Parrott to facilitate a Public Works Committee meeting of the County, Stovall and the City. Mr. McNeill noted at this meeting it will be identified what components of this line are helping the area to Stovall and decide how much leaving Oxford will effect subdivisions. Commissioner Herring asked if anything would qualify for annexation? City Manager Marrow explained the City has already annexed as far as it can go on Highway 15 North.

**RECREATION PARTI GRANT APPROVED &
OXFORD PARK PROPERTY DONATION ACCEPTED**

Commissioner Bridges, Chairman of the Recreation Committee commended Recreation Director Mary Caudle for her work with the Recreation Department with minimal staff and resources. He thanked the Recreational Advisory Committee: Mike Fedewa, Chairman; Wayne Richmond; Frankie Wilkins; Paul White; John Norris and James Lloyd for their plan and vision

for the City to provide excellent services that would benefit the greater Oxford community with quality and continuously improving parks and recreational opportunities. He noted they want to do this with quality, fairness, trust, caring, equality, integrity, diversity, fun and character. He commented a lot of people are interested in the future of Oxford's recreation. Commissioner Bridges added that the City is fortunate for East West Partners and Oxford Park Organization to donate property, where Oxford in turns applies for a matching grant to do recreational activities in the Oxford Park area. He recognized a survey was conducted by the Recreation Department and one concern was for additional baseball and soccer fields. He told the property is valued at \$500,000 and would be hard for the City to decline the offer. Commissioner Bridges noted a number of people attended the public meeting on January 24, 2006 and added that the commissioners at the meeting heard what was said and understand that there are a lot of things that need to be improved in recreation. He stressed the City wants to ensure adequate recreation in all areas. He noted developing this area with baseball fields would bring a lot of benefits to the City. He added this would sell houses at Oxford Park, which would increase the tax base for the City. He stressed Oxford Park has been annexed into the City. Commissioner Bridges recognized the City could generate income by sponsoring tournaments. He noted the more income the more money could be put into the recreational facilities. He stressed the City would not have to spend any money to get the project off the ground. He recognized there would be costs after the project is completed, such as maintenance of the facilities.

Commissioner Herring asked if the ownership of the property would be done upon the approval of the grant or before? Recreation Director Caudle explained that the City would not take deed of the property until the City receives the grant.

Commissioner Bridges motioned to apply for the \$500,000 PARTF grant and accept the offer of the property located at Oxford Park as offered by East West Partners. Commissioner Shope seconded the motion. The motion passed unanimously.

ADJOURNMENT

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