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TUESDAY, JULY 12, 2011 – 7:00 P.M.
REGULAR MEETING OF THE OXFORD BOARD OF COMMISSIONERS
OXFORD CITY HALL – COMMISSIONERS' BOARD ROOM

The Board of Commissioners for the City of Oxford met at the above-mentioned time and place. All members of the Board and local news media were notified of the same as well as the purpose of the meeting.

Present were Mayor Al Woodlief, Jr., Mayor Pro Tem Howard Herring, Sr., Commissioners, Robert B. Williford, Sr., Danny Currin, Jackie Sergent, Ron Bullock, Calvin Harris, Jr., and Walter Cantley. Present also were City Manager Mark Donham, City Clerk Donna B. Hosch, and City Attorney J. Thomas Burnette.

MAYOR'S YARD OF THE MONTH

Mayor Woodlief presented this month's award to Gary and Frances Blackwell for the overall attractiveness of their yard at 406 High Street. The Mayor stated that the YOM sign will be placed in their yard and a picture will be published in the Oxford Public Ledger.

QUARTERLY ECONOMIC DEVELOPMENT REPORT BY ECONOMIC DEVELOPMENT DIRECTOR JAY TILLEY

Mr. Tilley stated that in general, certain aspects of the economy continue to struggle. Work has been ongoing for several months with existing industries which include capital investment projects. Internationally-owned companies are very competitive, and it has to be proven to them that Oxford is a good place for capital investment.

Mr. Tilley stated that four projects will be announced on Wednesday which will be significant expansions but not job producers. While there will be slow job growth from these projects, there will be retention of the current workforce. So far, local industries have held on to their workforce with no significant layoffs. The four neighboring industries will invest about \$93 million in capital investment with a creation of 35 jobs. Since the industries have to do what they have committed to, they are extremely conservative with job expansion. For the approximately 3,000 people working in the County in these four industries, their pay is above average.

While many requests for information have been received and sent out, we are not getting many visits. No one knows when the momentum will turn around; so until then, existing industry is our bread and butter.

Commissioner Sergent asked Mr. Tilley did he notice any trends coming into the office. Mr. Tilley responded that the flavor of the week seems to be a lot of 'green' industries. These types of industries are scarce here. Also, there are no call centers here. A dormant prospect is now back active, and it is hoped, reported Mr. Tilley, that this prospect will move in our direction. Mr. Tilley stated everything leads with incentives and restated the announcement for the next day which will provide more details.

QUARTERLY DOWNTOWN OXFORD ECONOMIC DEVELOPMENT REPORT BY DOWNTOWN OXFORD ECONOMIC DEVELOPMENT DIRECTOR TANYA WEARY

DD Weary stated that each year they must present a statistical summary to NC Main Street, reporting investments made, businesses gained and lost, jobs gained and lost, façade improvements, etc. The report for FY 2010-2011 illustrated a total of over \$4.8 million of new investment in downtown. This included property sales and investments made by the private and public sectors. It is often not thought about, but Downtown Oxford is a major employer – last year showing a net gain of 19 new jobs created.

Diaper Kake Xpress and Perfect Cutz are two newly-opened businesses since May. The monthly merchants meeting was held at Diaper Kake Xpress on this evening.

The DOEDC has welcomed three new board members – Becky Baird of Polka Dot Express; Cindy Fink of Bella Windows; and Betty Friday of This 'N That. Directional signage has been purchased for the Farmers Market and will be presented to them later this month.

DD Weary stated that this year's first movie night was a success with 300+ people in attendance. The next movie is scheduled for July 28th and Raiders of the Lost Ark will be shown. Other upcoming events include the Annual Sidewalk Sale and another movie night in August. Planning for the NC Hot Sauce Contest is underway, with new hot sauce and bbq sauce vendors being added.

Mayor Woodlief stated that the City will be replacing all street signs with ones that are florescent and meet new regulations, an allowance of \$14,000 being approved in the budget for this. With all the talk about the Hot Sauce Contest, the 52 replacement signs downtown will also bear the logo of the Hot Sauce Contest, the Mayor showing a mockup of what the signs will look like. Four other signs noting the Hot Sauce Contest will be placed at the City limits. The pricing for the signs came back a little higher than expected, but the Mayor reported that donors have contributed towards the cost. With there being \$630.20 needing to be authorized by the Board from the General Fund to pay the remaining balance, the Mayor asked for a motion.

COMMISSIONER CANTLEY MADE A MOTION TO APPROVE THE EXPENDITURE (BUDGET AMENDMENT).
ALL VOTES WERE IN THE AFFIRMATIVE. THE MOTION CARRIED.

BUDGET AMENDMENT

| ACCT NO. | DESCRIPTION | INCREASE | DECREASE |
|----------|--------------------|------------|----------|
| 10399000 | AppropFund Balance | \$631.00 | |
| 10385050 | Misc Revenue | \$500.00 | |
| 10561296 | Signs and Supplies | \$1,131.00 | |

PUBLIC COMMENT

Mr. Robert Garcia of 2142 George Winston Road addressed the Board regarding disabled American veterans. Mr. Garcia first thanked the Board for allowing the POW flag to be flown several months ago. Mr. Garcia then informed the Board that he was present representing a newly-formed disabled veteran chapter in Henderson. The chapter is using various means to establish itself and letting people know where they are. Next week the chapter is planning a 'stand down' where they will try to locate as many of the homeless as they can in the tri-county area. This will not be just for veterans, but for all homeless individuals. Mr. Garcia hoped that his being in attendance at this meeting will help to bring in those in need. Mayor Woodlief asked Mr. Garcia to leave his card with the City Clerk so that referrals can be made if requests for assistance come in to City Hall.

Mr. Garcia stated that they are looking to expand their organization by fund raisers, etc., Golden Corral recently allowing them to have a fund raiser at their location for two weeks.

Mr. Frank Strickland of 112 Planters Place addressed the Board. He asked if the old street signs were going to be available for purchase, as he would purchase the one from his street. Mr. Strickland stated he attended several of the Finance Committee meetings and is extremely proud of those who worked on the budget. The Committee did a great job trimming the budget – something he's seen for the first time since he's been here. Mr. Strickland was pleased that even citizen input was accepted.

Mr. Strickland reiterated his call for investigation of the police chief. He was told that his concerns are old, but new information has been brought to light, and enough information has been provided to either exonerate or make a conviction. Mr. Strickland stated he is not the only one with concerns, and it is time to do the right thing.

DISCUSSION ON THE HENDERSON-VANCE-OXFORD-GRANVILLE AIRPORT

Mayor Woodlief stated that the airport is partner-based but only one is receiving revenues from the property taxes. CM Donham has today spoken with our representative; and within the next week or two, we will try for a meeting with County Manager Allgood to discuss this situation one more time. Hopefully, all partners will look at this situation more favorably after that meeting.

CM Donham distributed statistics on the airport and stated that the airport has done a good job of keeping its 40+ hangars leased. In 2006, 6,000 flights came in and out and a flight school was added. The property tax base is about \$2.8 million and most of that is aircraft. The State conducts an annual economic impact study on all general aviation airports in the State, and Oxford shows a combined impact of about \$7+ million a year. This supports about 44 jobs for \$314,000 in salaries. Land has been purchased on both sides of the airport with plans to lengthen and strengthen the runway.

Mr. Tilley stated, when asked by Commissioner Cantley, that an airport is vital to the community and every community has one somewhere. This always comes up in an RFI [request for information]. The runway expansion will provide for corporate jets and US Marshalls making transports to Butner. From an economic standpoint, an airport is critical. Sheets has been in the news about what they're trying to do in the area, and they have been able to fly into and out of Oxford privately and discreetly. Mr. Tilley stated it would be difficult to put a dollar value to it, but it would be difficult to do his work without the airport.

BUDGET AMENDMENT FOR THE ALLOCATION OF FUNDS TO OUTSIDE AGENCIES APPROVED

Mayor Woodlief stated that these funds, already included in the approved FY 2012 budget, will be distributed to the various outside agencies as shown. The General Fund balance will not be impacted.

COMMISSIONER SERGENT MADE A MOTION TO APPROVE THE BUDGET AMENDMENT.
ALL VOTES WERE IN THE AFFIRMATIVE. THE MOTION CARRIED.

BUDGET AMENDMENT

| ACCT NO. | DESCRIPTION | INCREASE | DECREASE |
|----------|-----------------------------------|------------|-------------|
| 10410386 | Granville County Rescue | \$500.00 | |
| 10410492 | Mary Potter Club | \$1,500.00 | |
| 10410592 | Plummer-Cheatam | \$2,200.00 | |
| 10410634 | Chamber of Commerce | \$600.00 | |
| 10410636 | Oxford Business and Prof. Chain | \$3,000.00 | |
| 10410377 | Human Relations | \$1,100.00 | |
| 10410645 | Granville Co Historical Museum | \$9,876.00 | |
| 10410656 | Granville Little Theater | \$500.00 | |
| 10410659 | Families Living Violence Free | \$1,740.00 | |
| 10410660 | Boys and Girls Club | \$1,740.00 | |
| 10410670 | Contributions to Outside Agencies | | \$21,276.00 |
| 10442297 | Dues and Subscriptions | | \$740.00 |
| 10510297 | Dues and Subscriptions | | \$740.00 |

CALLING FOR A PUBLIC HEARING AT THE AUGUST 9, 2011 REGULAR MEETING TO ALLOW ACCESSORY STORAGE BUILDINGS AND DISPLAYS IN THE B-1 ZONING DISTRICT APPROVED

Mayor Woodlief stated that currently the Ordinance does not allow the buildings and displays in the B-1 district.

COMMISSIONER BULLOCK MADE A MOTION TO APPROVE THE PUBLIC HEARING.
ALL VOTES WERE IN THE AFFIRMATIVE. THE MOTION CARRIED.

CALLING FOR A PUBLIC HEARING AT THE AUGUST 9, 2011 REGULAR MEETING TO RECEIVE PUBLIC INPUT CONCERNING THE PROPOSED ADJUSTMENT TO THE POLLUTION CONTROL FEE APPROVED

Mayor Woodlief stated that the City has numerous pollution control projects planned in the coming years. To insure that these projects get done in a timely fashion, it is proposed that the Pollution Control Fee be increased from \$2/residence/month to \$3/residence/month. It is further recommended that the ERU be adjusted based on the Dewberry Study from 2368 to 2824.

City Engineer Larry Thomas explained that ERU stands for Equivalent Residential Unit. When the ERU was first set, it was done so based on estimates of impervious surfaces. The refined study shows the actual amounts.

COMMISSIONER CANTLEY MADE A MOTION TO APPROVE THE PUBLIC HEARING.
ALL VOTES WERE IN THE AFFIRMATIVE. THE MOTION CARRIED.

AMENDMENT TO THE CITY'S GARBAGE, REFUSE, AND RECYCLING ORDINANCE ADOPTED

Commissioner Cantley stated the changes are in relation to the City's new recycling program. CM Donham stated the changes were suggestions from the Public Works Committee meetings.

COMMISSIONER CANTLEY MADE A MOTION TO AMEND THE ORDINANCE.
ALL VOTES WERE IN THE AFFIRMATIVE. THE MOTION CARRIED.

ORDINANCE NO.: 07-11-01
ADOPTED: 07-12-11
EFFECTIVE: 07-12-11

CHAPTER 9: GARBAGE, REFUSE, AND RECYCLING

Statutory reference:

Authority to provide trash and garbage collection service, see G.S. § 160A-192

ARTICLE I: GENERAL PROVISIONS

§ 9-1 LITTERING.

(A) No person shall throw, scatter, spill or place or intentionally or recklessly cause to be blown, scattered, spilled, thrown or placed or otherwise dispose of any litter upon any public property or private property not owned by him or her within the city or in the waters of the state including, but not limited to any public highway, public park, beach, campground, forest land, recreational area, trailer park, highway, road, street or alley, **except:**

(1) When the property is designated by the state or city for the disposal of garbage and refuse and the person is authorized to use the property for the purpose; or

(2) Into a litter receptacle in a manner that the litter will be prevented from being carried away or deposited by the elements upon any part of the private or public property or waters.

(B) When litter is so blown, scattered, spilled, thrown or placed from a vehicle or watercraft, the operator thereof shall be presumed to have committed the offense. This presumption, however, does not apply to a vehicle transporting agricultural products or supplies when the litter from that vehicle is a nontoxic biodegradable agricultural product or supply.

(C) For the purpose of this section, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

LITTER. Any rubbish, waste material, cans, refuse, garbage, trash, debris, dead animals or discarded materials of every kind and description.

VEHICLE. Defined as in G.S. § 20-4.01(49).

WATERCRAFT. Any boat or vessel used for transport upon or across the water.

(^ 86 Code, § 9-1)

(D) The maximum penalty for violating this section shall be no less than \$50 and no greater than \$250. A copy of the penalty schedule, which may be amended from time to time, is on record in the office of the City Clerk.

(Am. Ord. 92-1-3, passed 1-14-92)

 **§ 9-2 ACCUMULATION OF RUBBISH PROHIBITED.**

All owners, proprietors or persons in charge of every business house, including all factories, mills, stables, hotels, depots, offices and private residences and all other houses, buildings or premises shall keep the same free from all empty and unused boxes, wastepaper, ashes and all other rubbish and all other things not kept for sale.

(86 Code, § 9-2) [Penalty, see § 1-99](#)

 **§ 9-3 UNAUTHORIZED USE OF DUMPSTER OR TRASH RECEPTACLE.**

(A) For the purpose of this section, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

LIMITED USE DUMPSTER OR TRASH RECEPTACLE. Any dumpster or other trash receptacle placed and intended for deposit of garbage, trash and other materials only by residents of immediately surrounding apartment or residential units or by employees of immediately surrounding business establishments, and which is emptied on a regular basis by the City or its contractor.

UNAUTHORIZED PERSON. Any person who is neither a resident or guest of a resident of an apartment or residential unit in immediate proximity to a limited use dumpster or trash receptacle, as defined above, nor an employee of a business establishment in immediate proximity to a dumpster or receptacle.

(B) It shall be unlawful for any unauthorized person to deposit garbage, trash or any other materials in any limited use dumpster or trash receptacle located within the corporate limits of the city.

(86 Code, § 9-3) (Ord. 83-6-1, passed 6-21-83)

(C) The penalty for violation of this section shall be no less than \$50 and no greater than \$250. A copy of the penalty schedule, which may be amended from time to time, is on record in the office of the City Clerk.

(Am. Ord. 92-1-4, passed 1-14-92)

 **§ 9-4 PILFERING OR RUMMAGING THROUGH COMMERCIAL CONTAINERS.**

It shall be unlawful for any person, other than the owner or lessee, to rummage through or pilfer from any deposit in any commercial garbage container.

(86 Code, § 9-4) [Penalty, see § 1-99](#)

ARTICLE II: COLLECTION AND DISPOSAL

 **§ 9-16 RECEPTACLES GENERALLY.**

(A) All occupied homes within the City limits shall be provided with roll out trash containers by the City or its contractor for garbage and recycling and shall place garbage and recycling in the appropriate container.

(B) Where refuse accumulates at stores, hotels, motels, apartment houses, theaters, office buildings and similar places in quantities of more than 100 gallons, the owners may be required to use a container made and designed to meet all standard requirements of a dumpster or Dempster dumpster-type container, where the City Manager or designated representative sees the necessity for it. The City Manager or his or her designated representative will determine which type and size of container shall be used.

(86 Code, § 9-16) (Ord. 9-26 changed 7-12-11)

 **§ 9-17 MAINTENANCE AND PLACEMENT OF CONTAINERS.**

All roll-out containers or dumpsters used for storage and collection of garbage, trash, or similar material shall be kept clean, with covers on, and maintained in good condition and repair by the owner or user thereof, and shall be subject to inspection and approval or condemnation by the City Manager or his or her designated representative. Dumpsters shall be kept in a place easily accessible to city or private hoist trucks at all times, and no service shall be given to those places permitting objects, obstructions, or vehicles to hinder the servicing of the containers by the hoist trucks.

(^86 Code, § 9-17)

 **§ 9-18 REPLACEMENT OF RECEPTACLES UNFIT FOR USE.**

(A) Garbage receptacles provided by the City or its contractor shall be maintained in good repair by residents and businesses at all times. Receptacles which have deteriorated to the extent that they are unserviceable shall be considered unsuitable.

(B) Any person failing to comply with this section will be served with a notice by the City Manager or his or her agent in person or by first class mail.

(C) The notice shall serve to notify the person that the above requirement has not been met.

(D) The City will provide appropriate containers but when repeated loss or destruction occurs, the City will charge the responsible homeowner/renter or business to replace the container. This charge will be added to the utility bill and include the cost of the container(s) plus a \$25 processing fee per container.

(^86 Code, § 9-18) (*Ord. 9-28 changed 7-12-11*)

 **§ 9-19 RECEPTACLES TO BE KEPT FREE OF WATER AND OTHER LIQUIDS.**

The users or owners of all receptacles and/or bulk containers in which garbage and/or waste material is placed for collection shall keep the receptacles and/or bulk containers free of water or other excessive liquids.

(^86 Code, § 9-19)

 **§ 9-20 LOOSE PAPER AND SIMILAR MATERIALS.**

It shall be unlawful for any person to permit, allow, place or cause to be placed for collection by city collection crews or private collection agencies, any loose paper or similar material in any receptacles or containers other than regulation recycling receptacles or bulk containers, as defined in this chapter.

(^86 Code, § 9-20) [Penalty, see § 1-99](#)

 **§ 9-21 FLUORESCENT LIGHTING BULBS AND BROKEN GLASS.**


It shall be unlawful for any person to permit, allow, place or cause to be placed fluorescent lighting bulbs or broken glass of any kind in any garbage or trash receptacle, without first having securely wrapped and completely covered the material so as to prevent injury from the broken edges thereof.

(^86 Code, § 9-21) [Penalty, see § 1-99](#)

 **§ 9-22 ANIMALS AND ANIMAL WASTES.**


It shall be unlawful for any person to permit, allow, place or cause to be placed, in any garbage, trash, or recycling receptacle or bulk container, any animals, parts of animals or animal waste of any kind whatsoever, except that which constitutes garbage.

('86 Code, § 9-22) [Penalty, see § 1-99](#)

 **§ 9-23 ASHES.**

Cold ashes may be mixed with garbage in the same container. Hot ashes shall not be placed in containers issued by the City or its contractor.

('86 Code, § 9-23) (*Ord. 9-23 changed 7-12-11*)

 **§ 9-24 LEAVES.**

Leaves shall be placed in piles immediately back of the street curb or drainage ditch during leaf season(October 15th through January 15th) but must be placed in clear bags or boxes during other times.

('86 Code, § 9-24) (*Ord. 9-24 changed 7-12-11*)

 **§ 9-25 BUILDING RUBBISH.**

Building materials or refuse from any building, remodeling or repair operations or any landscaping work or any household appliances or similar items will not be removed from the site or curb by the city. All materials of this nature shall be removed by the business, person or other entity who performed the work or by the property owner. If said materials or debris are not removed from the curb within 6 days of written notice from the City, the property owner will be assessed a fine of \$100 per day until removed which will be added to their utility bill.

('86 Code, § 9-25) (Am. Ord. 01-8-3, passed 8-14-01)

 **§ 9-26 YARD TRIMMINGS.**

(A) The city will remove all limbs, brush, logs, stumps, tree trimmings and related materials provided that the same are cut in lengths not to exceed four feet where the same are in excess of two inches in diameter and provided that the same are placed immediately back of the street curb or drainage and are of a size and shape that removal can be made by one person.

(B) The city will not remove limbs, brush, logs, stumps, tree trimmings or related materials exceeding four feet in length or associated with the removal of an entire tree. Removal of these items shall be the sole responsibility of the property owner. If said materials or debris are not removed from the curb within 6 days of written notice from the City, the same will be removed by the city, at the property owner's expense, at the rate of \$100 per hour which will be added to their utility bill.

(C) The city will not remove any trees, limbs, brush, logs, stumps, tree trimmings and related materials from any lot on which a residence is not built. The city will also not remove any such materials from a lot prior to a residence being built thereon. Removal of these items is solely the responsibility of the property owner.

('86 Code, § 9-26) (Am. Ord. 01-8-3, passed 8-14-01)

 **§ 9-27 RATES AND CHARGES.**

The fees that shall be paid to the city for garbage and trash collection service shall be as established time to time by resolution.

('86 Code, § 9-27)

 **§ 9-28 RESIDENTIAL POINT OF COLLECTION AND STORAGE**

(A) Residential point of collection for garbage, trash, and recycling service shall be deemed curbside, no later than 6:00 am EST and must be removed back to the house by 9:00 pm, on scheduled service day for all service points with the exception

of the following: Aged, feeble, or handicapped residents for whom it would be impractical or difficult to transport the container to curbside, shall be serviced from an easily accessible point adjacent to their home. In no case shall the City or its agent be requested to enter garages, carports, on decks, etc. for the collection of exempted back door solid waste collection. The resident shall complete an approved application for back door service verifying the sole residency (or physical impairment of ALL residents of the residence) and physical impairment per the agreed upon request for back door pickup, thus qualifying them for back door collection. The City also agrees to work to minimize the number of back door collection accounts by offering various sized roll-out carts to said residents as described as aged, feeble, or handicapped.

- (B) If a resident's roll-out cart is not out when the garbage or recycling vehicle comes to pick it up on collection day and the resident is unable to wait until the following week for garbage and two weeks for recycling, a \$15 service call-back fee is available to empty the container on a day that is not the regularly scheduled service day.
- (C) It shall be unlawful if garbage, trash, or recycling roll-out containers are not placed back to the house by 9:00 pm for storage. If the carts are left out after 9:00 pm on the scheduled service day, a one time courtesy letter will be sent to all new accounts reminding the resident or business that the container must be removed from the curb by 9:00 pm on the scheduled service day. If roll out cart remains on the curb for 5 days after this letter is sent, a \$25 fee will be assessed and placed on the utility bill. If the container is not rolled back to the house by 9:00 pm on subsequent scheduled service days a \$25 fee will be assessed and placed on the utility bill after verification by a City employee.

(Ord. 9-28, passed 7-12-11)

ARTICLE III: PAYMENT PROVISIONS; UTILITY TERMINATION

§ 9-40 PARTIAL PAYMENT AND UTILITY TERMINATION

(A) The City of Oxford's Water and Sanitation Utilities bill has multiple public enterprise utility services listed for payment. These include water, sewer, garbage, sprinkler, and pollution control. When only partial payment is made and a customer does not pay the service charges for all the utilities on the bill, the partial payment will be applied to the respective service charges in the following order: delinquent solid waste(garbage) charges, first; stormwater(pollution control) charges, second; and then to all other City utility service charges.

(B) Solid Waste (garbage) service charges are due at the collection office in City Hall within the time period stated on the bill. Bills not paid within this time shall be charged a late fee as set forth in the adopted fee schedule.

(C) In the event that Solid Waste (garbage) service charges and delinquent fees are not paid on or before the cut off date, city water utility services shall be discontinued.

(D) In hardship cases the Finance Director can provide a two-month payment arrangement. The bill must be paid in full at the end of this agreement or city water utility services will be discontinued. In order to be eligible for this payment arrangement the customer shall not have been disconnected in the last twelve months. This arrangement can only be considered once-a-year.

(Article III Ord. 9-40, passed 7-12-11)

Adopted this 12th day of July 2011.

BUDGET AMENDMENT IN THE AMOUNT OF \$4,050 FOR SEEDING AND EROSION CONTROL APPROVED

Mayor Woodlief stated that at the Oxford Park complex, some portions of the work were done immediately to deal with erosion issues. However, the contractor has not completed the full job, and the funds cannot be expended until the work is satisfactorily completed. Commissioner Sergent stated that because of the heat, it makes no sense to complete this work now. The amount needs to be moved forward to the current budget so that the funds will be available when the work is completed when weather permits.

COMMISSIONER SERGENT MADE A MOTION TO APPROVE THE BUDGET AMENDMENT.
ALL VOTES WERE IN THE AFFIRMATIVE. THE MOTION CARRIED.

BUDGET AMENDMENT

| ACCT NO. | DESCRIPTION | INCREASE | DECREASE |
|----------|-----------------------|------------|----------|
| 10623543 | Fixed Assets <\$5,000 | \$4,050.00 | |
| 10399000 | Appropriated Fund Bal | \$4,050.00 | |

BUDGET AMENDMENT IN THE AMOUNT OF \$14,370 FOR OUTSIDE SERVICES CONTRACT APPROVED

Mayor Woodlief stated that this is for design work contracted to Susan Hatchell Landscaping for future development projects. These monies were appropriated in the 2010-2011 budget and are to be reappropriated in FY 2011-2012.

COMMISSIONER SERGENT MADE A MOTION TO APPROVE THE BUDGET AMENDMENT.
ALL VOTES WERE IN THE AFFIRMATIVE. THE MOTION CARRIED.

BUDGET AMENDMENT

| ACCT NO. | DESCRIPTION | INCREASE | DECREASE |
|----------|-----------------------|-------------|----------|
| 10620339 | Outside Services | \$14,370.00 | |
| 10399000 | Appropriated Fund Bal | \$14,370.00 | |

BUDGET AMENDMENT IN THE AMOUNT OF \$2,500 FOR A BOAT DOCK GRANT MATCH APPROVED

Mayor Woodlief stated that this is a grant match (25% of costs) for the construction of a new boat ramp and dock. City forces will construct the ramp and the State will place the dock shortly afterward. This item was budgeted in FY 2010-2011 but was not completed, and the project should be reappropriated in FY 2012-2011. Commissioner Sergent added that the current ramp is too short, because the parking lot has washed into the ramp area. A combination ramp and dock area will allow us to follow the Ordinance in keeping folks out of the water.

COMMISSIONER SERGENT MADE A MOTION TO APPROVE THE BUDGET AMENDMENT.
ALL VOTES WERE IN THE AFFIRMATIVE. THE MOTION CARRIED.

BUDGET AMENDMENT

| ACCT NO. | DESCRIPTION | INCREASE | DECREASE |
|----------|-----------------------|------------|----------|
| 10622543 | Fixed Assets <\$5,000 | \$2,500.00 | |
| 10399000 | Appropriated Fund Bal | \$2,500.00 | |

**BUDGET AMENDMENT IN THE AMOUNT OF \$7,231 TO INCLUDE ITEMS INTO THE
FY 2012 WATER FUND BUDGET APPROVED**

Mayor Woodlief stated this is to update the FY 2012 Water Fund budget with changes that were to be added after creation of the June 1 version of the budget.

COMMISSIONER SERGENT MADE A MOTION TO APPROVE THE BUDGET AMENDMENT.
ALL VOTES WERE IN THE AFFIRMATIVE. THE MOTION CARRIED.

BUDGET AMENDMENT

| ACCT NO. | DESCRIPTION | INCREASE | DECREASE |
|----------|---------------------|-------------|-------------|
| 30721179 | OPEB Liability | | \$6,200.00 |
| 30824179 | OPEB Liability | | \$23,400.00 |
| 30828179 | OPEB Liability | | \$29,400.00 |
| 30828179 | Career Development | \$2,033.00 | |
| 30828181 | FICA | \$155.00 | |
| 30828182 | Retirement | \$143.00 | |
| 30665490 | Water Rate Study | \$45,000.00 | |
| 30720193 | Coley Andrews | \$18,900.00 | |
| 30399000 | Approp Fund Balance | \$7,231.00 | |

**BUDGET AMENDMENT IN THE AMOUNT OF \$2,682 TO CORRECT SALARIES AND WAGES
FOR THE COLLECTIONS DEPARTMENT APPROVED**

Mayor Woodlief stated that in preparation for the FY 2012 budget that was approved on June 21, wages and salaries in department 720 – Water Collections were inadvertently increased by \$1,917. This amendment will correct the salaries, FICA, and Retirement back to the FY 2011 amounts.

COMMISSIONER SERGENT MADE A MOTION TO APPROVE THE BUDGET AMENDMENT.
ALL VOTES WERE IN THE AFFIRMATIVE. THE MOTION CARRIED.

BUDGET AMENDMENT

| ACCT NO. | DESCRIPTION | INCREASE | DECREASE |
|----------|---------------------|----------|------------|
| 30720121 | Salaries and Wages | | \$1,917.00 |
| 30720181 | FICA | | \$147.00 |
| 30720182 | Retirement | | \$618.00 |
| 30399000 | Approp Fund Balance | | \$2,682.00 |

BUDGET AMENDMENT IN THE AMOUNT OF \$1,915.49 FOR FUNDS RECEIVED THROUGH THE UNAUTHORIZED SUBSTANCE TAX DISTRIBUTION OF THE NC DEPARTMENT OF REVENUE APPROVED

Mayor Woodlief stated that periodically funds are received through this department of the NC Department of Revenue. Captain Glen Boyd stated that these funds can only be used on specific things that are drug related. The funds are audited by the City's Finance Department.

MPT HERRING MADE A MOTION TO APPROVE THE BUDGET AMENDMENT.
ALL VOTES WERE IN THE AFFIRMATIVE. THE MOTION CARRIED.

BUDGET AMENDMENT

| ACCT NO. | DESCRIPTION | INCREASE | DECREASE |
|----------|------------------|------------|----------|
| 10510405 | State forfeiture | \$1,916.00 | |
| 10351130 | State forfeiture | \$1,916.00 | |

REAPPOINTMENT OF FRANCES R. WATSON TO THE COMMUNITY APPEARANCE COMMISSION APPROVED

Mayor Woodlief stated that Ms. Watson's term expired in February and that Planning Director Cheryl Hart requested her reappointment with a term to expire in 2012.

COMMISSIONER CANTLEY MADE A MOTION TO APPROVE THE REAPPOINTMENT.
ALL VOTES WERE IN THE AFFIRMATIVE. THE MOTION CARRIED.

APPOINTMENT OF DAVID FRAZIER AND BENJAMIN FLOYD TO THE HISTORIC PRESERVATION COMMISSION HELD OVER

Mayor Woodlief stated that Mr. Frazier would replace Kim Booth, with a term to expire June 2013. Mr. Floyd would fill an open position, with a term to expire June 2013.

Commissioner Sergent asked if Mr. Frazier owns property on the corner of Hillsboro/College Streets and College Street, the Mayor responding that he owns two properties on College Street. Commissioner Sergent stated her concern that Mr. Frazier has a storefront with exposed fascia which has a very deleterious effect on the downtown appearance and Mr. Frazier being on the Commission which is in charge of monitoring appearance. PD Hart stated she did not look at the Agenda prior to this meeting and that she would like to hold this item over since both of these individuals are already on the Commission.

REAPPOINTMENT OF HOWARD HERRING, JR. AND TAYLOR JACKSON TO THE FIREMAN'S RELIEF FUND APPROVED

Mayor Woodlief stated he recommends these reappointments, both with terms to expire June 2012. MPT Herring asked to be excused from the vote.

COMMISSIONER WILLIFORD MADE A MOTION TO APPROVE THE REAPPOINTMENTS.
COMMISSIONERS CANTLEY, HARRIS, CURRIN, WILLIFORD, SERGENT, AND BULLOCK VOTED IN THE AFFIRMATIVE.
MPT HERRING WAS EXCUSED FROM THE VOTE.
THE MOTION CARRIED.

REAPPOINTMENT OF ALICE CURRIN TO THE PLANNING BOARD APPROVED

Mayor Woodlief stated that Ms. Currin's term expired in June and that PD Hart requested her reappointment to expire June 2012.

MPT HERRING MADE A MOTION TO APPROVE THE REAPPOINTMENT.
ALL VOTES WERE IN THE AFFIRMATIVE. THE MOTION CARRIED.

THE CLOSING OF LITTLEJOHN STREET AND PARTIAL CLOSURE OF GILLIAM STREET AND PROVIDING POLICE ESCORTS FOR 'RUN WITH THE LIONS 5K' ON SEPTEMBER 10, 2011 APPROVED

Mayor Woodlief stated that the Lions Club is requesting reservation of the Littlejohn parking lot and closure of Littlejohn Street and part of Gilliam Street for their 5K Run. They are also requesting police escorts for the front and rear of the runners and walkers. This event is for Saturday, September 10, 2011 from 6:30 a.m. until 10:00 a.m.

COMMISSIONER BULLOCK MADE A MOTION TO APPROVE CLOSINGS AND POLICE ESCORTS.
ALL VOTES WERE IN THE AFFIRMATIVE. THE MOTION CARRIED.

ADDITIONAL ITEM – KEYS TO THE BACK DOOR OF CITY HALL FOR CITY COMMISSIONERS DISCUSSED

The Board was in agreement to discuss this issue which was brought forth by the Mayor. Mayor Woodlief stated he would like for the Property Committee to meet to discuss the possibility of the Board having a key to the back door. The Board can park in the back lot which would eliminate Troy having to be here to block off spaces in the front. After Board meetings, this would allow Troy to lock up the building and leave, eliminating some overtime. The Mayor stated he has not yet discussed this idea with the city manager, but it will be good for people wishing to talk after the meetings and it will free up the front spaces for citizens.

COMMENTS FROM COMMISSIONER BULLOCK

Commissioner Bullock spoke regarding the pothole between McDonald's and Cook Out that had turned from a pot hole to a fox hole. He recognized PD Hart's efforts in helping to get this pot hole filled. Mayor Woodlief stated the Oxford Public Ledger would have this event in the next day's paper.

EXECUTIVE SESSION

COMMISSIONER HARRIS MADE A MOTION TO GO INTO EXECUTIVE SESSION ACCORDING TO G.S. 143.318.11 TO CONSULT WITH THE CITY ATTORNEY. ALL VOTES WERE IN THE AFFIRMATIVE. THE MOTION CARRIED.

ON A MOTION BY COMMISSIONER WILLIFORD, THE BOARD VOTED UNANIMOUSLY TO RETURN TO OPEN SESSION.

EXECUTIVE SESSION MINUTES FROM 1985 UNTIL 1994 UNSEALED

City Attorney Burnette stated that the following closed session Minutes can be unsealed, finding that the unsealing would not frustrate the purpose of the closed session.

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| December 28, 1994 | Legal settlements with the NC Division of Environmental Management |
| December 13, 1994 | Land Acquisition - Spring Street; 3 year city manager contract |
| December 6, 1994 | Lot along Industry Drive |
| November 8, 1994 | Revitalization of block adjacent to Granville, Linden, Hillsboro, and Spring; Economic and Community Development Director applications rejected |
| November 1, 1994 | Denial of unemployment compensation for Det. Teresa Benson |
| October 11, 1994 | Kingsbury Street ROW acquisition; reclamation of old landfill site; Economic and Community Development Director position |
| October 4, 1994 | Retirement of Tom Ragland, police department discussed |
| July 12, 1994 | Spring Street property, city-county WWTP agreement, recreation program |
| May 23, 1994 | Vacancies in PD, house on McClanahan and New College for PD expansion; purchase of land along Spring Street |
| January 14, 1992 | Street assessment - Sixth Street |
| December 23, 1991 | Ending services of DN Hix School architect |
| December 10, 1991 | Claim of W.H. Currin; Delacroix Street grade crossing agreement |
| October 8, 1991 | ZBA and City civil summons; NCDEM; consulting engineering firm to address WWTP problems; banking services - Centura Bank |
| September 17, 1991 | Health insurance; Currin assessment - Person Street; Georgia Pacific - sludge; monitoring wells - Hix School property |
| September 10, 1991 | Condemnation authorized on Weldon Edmonds property on Black Street; new classification and pay plan; health insurance being paid on commissioners |
| August 13, 1991 | City manager given authority to negotiate ROW on five streets |
| March 7, 1990 | WWTP settlement agreement with NC Div of Environmental Management |
| January 23, 1990 | Proposal for settlement with NCDEM; proposed settlement with Turner-Murphy Construction |
| November 14, 1989 | Housing Authority payment in lieu of taxes; request of Frank LeBron, Parks Director |

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| November 7, 1989 | Request of Southern Railway; CDBG grant authorized; Barrett Kays and Assoc hired to perform study on WWTP |
| April 24, 1989 | Possession of Hix School property; 911 telephone emergency system |
| May 3, 1988 | Planters Bank driveway permits; Littlejohn Street parking lot not to be used for fathering area |
| August 9, 1988 | John Nelms - NCDOT projects; land matters; personnel matters; legal matters; Murray - rent |
| March 31, 1988 | Land purchase discussed |
| September 8, 1987 | Joe Bryan encroachment |
| September 1, 1987 | Selling WFS Corp the old city dump site |
| May 5, 1987 | Condemnation authorized of Elliott property on McClanahan Street |
| April 7, 1987 | W. McClanahan offer to purchase ROW |
| January 13, 1987 | W. McClanahan project - ROW authorized |
| December 9, 1986 | McClanahan paving project to be condemned for ROW; appointment to Housing Authority |
| August 12, 1986 | Discussion on McCoy's pool room; resolution of appreciation - S. Leigh Wilson; ROW appraisal at 205 E. McClanahan |
| July 17, 1986 | Applicants reviewed for Chief of Police |
| October 14, 1985 | Limitation place on legal defense fees for chief of police James Griffin; police chief legal fees limited by Board |

MPT HERRING MADE A MOTION TO UNSEAL THE FOREGOING MINUTES.
ALL VOTES WERE IN THE AFFIRMATIVE. THE MOTION CARRIED.

ADJOURNMENT

WITH THERE BEING NO FURTHER BUSINESS, COMMISSIONER CANTLEY MADE A MOTION TO ADJOURN.
ALL VOTES WERE IN THE AFFIRMATIVE; THE MOTION PASSED.