

**NORTH CAROLINA
GRANVILLE COUNTY
CITY OF OXFORD**

**OXFORD CITY HALL, BOARD MEETING ROOM,
TUESDAY, APRIL 11, 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.

**MAYOR'S YARD OF THE MONTH AWARD -
BETTY & PRENTICE PEACE – APRIL'S RECIPIENTS**

Mayor Woodlief recognized April's Mayor's Yard of the Month winners, Betty & Prentice Peace. Mayor Woodlief read the certificate, which recognizes them for their outstanding job of landscaping maintenance and overall attractiveness of 103 Leak Avenue. 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*.

PUBLIC COMMENT – ALICE CURRIN

Alice Currin of 325 Kingsbury Street stated she was going to distribute to the Board a letter dated February 9, 2006. She noted the reason was she thought someone else would come forward and they did not. She added there were two articles in the paper: one about Creedmoor with a similar problem. She added the statute explains in detail. She presented the letter, which she added was self-explanatory. She told Clement Yancey had a family emergency and could not attend.

(NOTE: Ms. Currin did not read the letter.)

ZONING PUBLIC HEARING – ALLOW A VOCATIONAL SCHOOL IN THE R-6 ZONING DISTRICT AS A SPECIAL USE

Mayor Woodlief declared the public hearing open. The purpose of the public hearing was to allow for public input concerning the request by Xavier Wortham, Executive Director of the Oxford Housing Authority to amend the Zoning Ordinance under the table of permitted uses to allow a vocational school in the R-6 zoning district as a special use.

City Manager Marrow noted the Oxford Housing Authority has proposed to use 602 Raleigh Street formerly the 7-11 building for the vocational school. He added the Planning Board has recommend approval of this request as a Special Use permit, following the specific requirements:

Specific Requirements For Special Use Permit

- A. No loitering signs must be posted and enforced
- B. Building must have a manager on site when in use
- C. Security must be provided
- D. Site must be of an existing commercial building only
- E. Restricted to ages 16 and above.

- F. Adequate paved parking (1 space per 7 students, plus 3 per office)
 - G. Limit of 25 students per session.
- City Manager Marrow told no one has objected to this request.

No one wished to speak. Mayor Woodlief declared the public hearing closed.

ZONING ORDINANCE AMENDED – ALLOW A VOCATIONAL SCHOOL IN THE R-6 ZONING DISTRICT AS A SPECIAL USE

Commissioner Kiesow motioned to amend the Oxford Zoning Ordinance under the table of permitted uses to allow a vocational school in the R-6 zoning district as a special use as requested by Xavier Wortham, Executive Director of the Oxford Housing Authority with the following specific requirements for the special use permit:

Specific Requirements For Special Use Permit

- H. No loitering signs must be posted and enforced
- I. Building must have a manager on site when in use
- J. Security must be provided
- K. Site must be of an existing commercial building only
- L. Restricted to ages 16 and above.
- M. Adequate paved parking (1 space per 7 students, plus 3 per office)
- N. Limit of 25 students per session.

Commissioner Powell seconded the motion. The motion passed unanimously.

FOUNDRY BRANCH GREENWAY PROJECT UPDATE

Jackie Sergeant of the Health Department was unable to attend.

Commissioner Powell noted Ms. Sergeant has money that has to be spent by a certain time line (sometime in May). He told the project must be completed by June. He added Ms. Sergeant wanted to bring this to the attention of the Board.

City Manager Marrow stated she has run into a snag with one of the easements and he and City Attorney Burnette will contact the company concerning the easement.

A consensus of the Board of Commissioners was taken, and it was agreed unanimously for City Manager Marrow to work with Jackie Sergeant to meet her deadlines for the Foundry Branch Greenway Project.

FINANCIAL REPORT – MARCH 2006

Finance Officer Stephen McNally supplied the Board with a copy of the March 2006 financial report that included General Fund actual revenues of \$369,207 actual expenses of \$489,863; Water Fund actual revenues of \$267,794, and actual expenses of \$812,455 and Other actual revenues of \$50,181 and actual expenses of \$54,020. The subtotals to date are General Fund actual revenues of \$5,231,321 and actual expenses of \$4,852,707; Water Fund actual revenues of \$6,600,857 and actual expenses of \$7,003,993; Other actual revenues of \$713,515 and actual expenses of \$491,729. 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.

GRANVILLE COUNTY COMPREHENSIVE TRANSPORTATION PLAN & CITY OF OXFORD THOROUGHFARE PLAN REVISION

City Manager Marrow noted the Property Committee met to update the 1997-1998 transportation plan study. He noted the study included surveys, demographic and traffic counts, economic development trends and growth areas. He added these statistics were to help determine future growth areas and areas that should be served. He explained the Property Committee reviewed and made the following recommendations:

1. Extend Goshen Street south across Cherry Street parallel to the existing railroad tracks to the intersection of McClanahan Street and Penn Avenue. This would allow for a straight drive from Highway 96 to McClanahan Street without having to turn on Alexander Avenue and then onto Broad Street to McClanahan Street.
2. Four-lane Salem Road from the outer loop to the proximity of Wright Funeral Home and four-lane Horner Siding Road to the end of the City limits at Oxford Park

Subdivision. This will help alleviate traffic congestion from Oxford Park Subdivision.

Commissioner Williford, Chairman of the Property Committee, noted the Committee felt the additions as noted by City Manager Marrow were needed.

City Manager Marrow noted the City would submit this to Granville County to incorporate into their master plan.

Commissioner Williford motioned to add the following additions to the Granville County Comprehensive Transportation Plan and the existing City of Oxford Thoroughfare Plan:

1. Extend Goshen Street south across Cherry Street parallel to the existing railroad tracks to the intersection of McClanahan Street and Penn Avenue. This would allow for a straight drive from Highway 96 to McClanahan Street without having to turn on Alexander Avenue and then onto Broad Street to McClanahan Street.
2. Four-lane Salem Road from the outer loop to the proximity of Wright Funeral Home and four-lane Horner Siding Road to the end of the City limits at Oxford Park Subdivision. This will help alleviate traffic congestion from Oxford Park Subdivision.

Commissioner Kiesow seconded the motion. The motion passed unanimously.

ADD-ON

It was the consensus of the Board of Commissioners to add to the agenda the issue of basketball.

BUDGET AMENDMENT APPROVED – BASKETBALL COURT

Commissioner Bridges, Chairman of the Recreation Committee, noted he did not care about the folks who want to take a negative view about the Board's interest in basketball and making sure the issues are addressed for the young people. He noted a lot of discussion regarding basketball has taken place with this Board and the old Board. Commissioner Bridges explained Granville Street residents and the business community were engaged in public

meetings held on the issue of basketball. He noted the Board wanted to engage the community and listen to the citizens. Commissioner Bridges thanked Recreation Director Mary Caudle and the Recreation Committee. He noted a commissioner asked why was a budget amendment approved and not the location. He told he was glad further discussion took place and the Board agreed to put the basketball court on the lot near Belle Street (in front of the skateboard park). He stated a basketball court would be constructed with at least 6 goals. Commissioner Bridges stressed the City would work towards meeting the completion date of June 1st. He noted this decision sends a message to the young people that the Board does think about them and do expect them to take care of the facility and prove the neigh sayers wrong. He added he did not take credit for this; the Board worked together on this.

Commissioner Bridges motioned to begin construction of a basketball court on the lot in front of the skateboard park on Belle Street. Commissioner Powell seconded the motion.

City Manager Marrow reported draft plans are being tweaked to work out parking and storm drainage issues.

Mayor Woodlief assured the citizens of Oxford that the basketball court would be policed, supervised and managed and not a place to grow trouble, but to grow talent.

City Manager Marrow noted the Board had approved a budget amendment in the amount of \$30,000, but to construct the court would probably take around \$37,000 - \$38,000.

Commissioner Herring suggested approving a budget amendment up to \$40,000.

Mayor Woodlief noted a private source might contribute to this project.

Commissioner Bridges motioned to begin construction of a basketball court on the lot in front of the skateboard park on Belle Street and approve a budget amendment in the amount of

\$40,000.00, spending up to this amount, made payable from the General Fund to construct a basketball court. Commissioner Powell seconded the motion.

Commissioner Kiesow asked if this would be a 6-goal court? Commissioner Bridges explained it would be one full court and two on each side. Commissioner Kiesow asked if there are lights and if the fence would be the same as the tennis court? Commissioner Bridges replied there would be no lights and a fence to blend with the tennis court. Commissioner Kiesow asked if there was a problem with the water drainage. City Manager Marrow replied the City needed to plan for it; it was not a problem.

Commissioner Williford asked Recreation Director Caudle if the court would work at the proposed location. Recreation Director Caudle replied yes.

The motion passed unanimously.

BUDGET AMENDMENT

ACCT. NO.	DESCRIPTION	INCREASE	DECREASE
010620551	Fixed Assets (bb court)	\$40,000.00	
010399000	App Fund Balance	\$40,000.00	

LIBRARY EXPANSION PROPOSAL – PARKING APPROVED

City Manager Marrow reported he and County Manager Watts agreed upon the parking design, reserving a portion of the Men’s Garden Club Park and the City take over the maintenance of the parking lot. He noted approval of the proposal would allow the County to proceed with their plans.

Mayor Woodlief noted the green area around the gazebo would be saved.

Commissioner Williford, Chairman of the Property Committee, noted the committee reviewed the proposal and visited the site and approve the proposal.

Commissioner Kiesow requested City Manager Marrow to specify the boundaries of the property. City Manager Marrow noted County Attorney Bill Hopper and City Attorney Burnette would resolve this. Commissioner Kiesow asked about the variance needed on the parking lot and added soccer moms use the current parking for the playground making parking at the library difficult. He noted this problem might end with the additional parking.

Commissioner Bridges noted the Property Committee looked at the 3 plans and he liked the A frame plan best. He noted it is important to build a library that would be in the position for the future.

Commissioner Williford motioned to approve the library expansion proposal pertaining to parking as requested by Granville County. Commissioner Bridges seconded the motion. The motion passed unanimously.

LAKES BROADCASTING – SATELLITE REQUEST

City Manager Marrow noted he had spoken with Tom Birch, owner of the radio station about his request for a satellite behind the new radio station located in the old Granville United/Capital Bank. He reported he could not put the dish on top of the building without spending money to engineer the load on the rooftop. He added Mr. Birch stated if he could not put it on the ground, he could do without it. He commented he would lose the Paul Harvey Show and CBS news. City Manager Marrow stated he had contacted several merchants with rear door entrances and they did not welcome the satellite. Mayor Woodlief noted he had received calls from merchants with the same feeling. City Attorney Burnette commented this included him. Mayor Woodlief asked if any downtown businesses were in the audience and wished to speak. No one from the audience wished to speak.

Commissioner Herring recognized the dish being setback from the building could infringe upon pedestrians and parking.

No one from the radio station was present.

Commissioner Kiesow noted he did not have a problem with the dish on the ground as long as it was placed in the green area and trees around it. Mayor Woodlief reported trees could not be put around it. Commissioner Kiesow requested to see a layout and asked that something be put around the satellite to hide it.

Commissioner Shope recognized the City has gone to great expense putting in underground wiring and paving the parking lot behind the radio station. He asked to take this into consideration.

It was noted the satellite would be 12 feet in diameter.

Commissioner Powell asked why the change? Mayor Woodlief noted Mr. Birch had looked into this when he was going to first move in the building and then he decided not to move and when he decided to come back, the satellite was forgotten.

A consensus of the Board of Commissioners was taken and it was agreed to take no action at this time and once the radio station moves in, readdress it at Lakes Broadcasting's request with possible alternatives, such as a smaller satellite.

STOVALL INTERLOCAL WATER AGREEMENT

City Manager Marrow reported changes to the old contract were discussed at the meeting with Stovall several weeks ago. He explained the water tank has been taken out of the project and moreover the project has changed dramatically. He noted they agreed in principal to the changes and Stovall's Attorney was to amend the contract with the changes. He reported the

updated contract was received today at 4:30 PM. He noted he was not in position to approve the contract and asked that a special meeting be held to approve the contract.

Commissioner Kiesow noted they reached agreement at the meeting. He added the Board should wait before approving the contract because no one has had the opportunity to review it.

City Attorney Burnette recommended the full Board to look at the contract and call a special meeting or take some action on it so it can be presented to Stovall for approval. He suggested agree on how the Board wants the contract worded and present it to Stovall. Commissioner Kiesow noted he had a list of questions he had presented to City Engineer Thomas. City Attorney Burnette stated he had received this list of questions.

City Manager Marrow added the City is close to an agreement with Stovall. Commissioner Kiesow emphasized it is a matter of wording and added he had not heard of any disagreement.

BUDGET AMENDMENT RESCINDED – BASKETBALL COURT

Commissioner Herring motioned to rescind the budget amendment approved on April 3, 2006 in the amount of \$30,000.00 made payable from the General Fund to construct a basketball court. Commissioner Shope seconded the motion. The motion passed unanimously.

BUDGET AMENDMENT APPROVED – BASKETBALL COURT

Commissioner Herring motioned to approve a budget amendment in the amount of \$40,000.00, spending up to this amount, made payable from the General Fund to construct a basketball court. Commissioner Bridges seconded the motion. The motion passed unanimously.

BUDGET AMENDMENT

ACCT. NO.	DESCRIPTION	INCREASE	DECREASE
010620551	Fixed Assets (bb court)	\$40,000.00	
010399000	App Fund Balance	\$40,000.00	

DEMOLITION ORDINANCE ADOPTED – 308 PIEDMONT AVENUE

Commissioner Herring motioned to adopt a demolition ordinance to remove the structure located at 308 Piedmont Avenue. Commissioner Kiesow seconded the motion. The motion passed unanimously.

ORDINANCE NO. 06-04-01
ADOPTED: 04-11-06
EFFECTIVE: UPON ADOPTION

**AN ORDINANCE DIRECTING THE HOUSING CODE OFFICER
TO DEMOLISH THE PROPERTY HEREIN DESCRIBED
AS UNFIT FOR HUMAN HABITATION
AND DIRECTING THAT A NOTICE BE PLACED THEREON THAT
THE SAME MAY NOT BE OCCUPIED UNTIL DEMOLISHED.**

WHEREAS, the Board of Commissioners of the City of Oxford finds that the property described herein is unfit for human habitation under the City Housing Code, and that all of the provisions of the Housing Code have been complied with as a condition of the adoption of this ordinance; and

WHEREAS, said structure should be demolished as directed by the Housing Code Officer and should be placarded by placing thereon a notice prohibiting use for human habitation; and

WHEREAS, the owners of said structure have been given a reasonable opportunity to bring the structure up to the standards of the Housing Code in accordance with G.S. 160A-443(5) pursuant to an order issued by the Housing Code Officer on January 18, 2006, and the owners having failed to comply with the order;

NOW, THEREFORE, be it ordained by the Board of Commissioners of the City of Oxford, that:

Section 1. The Housing Code Officer is hereby authorized and directed to place a sign containing the legend:

"This building is unfit for human habitation; the use of or occupancy of this building for human habitation is prohibited and unlawful."

on the building located at the following address: 308 Piedmont Avenue, Oxford, North Carolina; Owner(s): Inez Cooks, PO Box 8162, Boston, MA 02114

Section 2. The Housing Code Officer is hereby authorized and directed to demolish the above-described structure in accordance with her order to the owner thereof dated the 11th day of April 2006, and with the Housing Code and G.S. 160A-443.

Section 3. It shall be unlawful for any person to remove or cause to be removed said placard from any building to which it is affixed. It shall likewise be unlawful for any person to occupy or to permit the occupancy of any building therein described to be unfit for human habitation.

Section 4. This ordinance shall become effective upon its adoption.

Adopted this 11th day of April, 2006.

**WILLIAM ADCOCK APPOINTED TO GRANVILLE
ECONOMIC DEVELOPMENT BOARD**

Commissioner Kiesow motioned to reappoint William Adcock to the Granville Economic Development Board for a three-year term, expiring June 2009. Commissioner Shope seconded the motion. The motion passed unanimously.

**BUDGET AMENDMENT APPROVED – FUNDS ACCEPTED &
PURCHASE POLICE VEHICLE**

Mayor Woodlief informed the Oxford Police Department recently wrecked and totaled a police car. The insurance company has written a check for \$14,000.00. Chief Wolford would like to use these funds to purchase a late model vehicle to replace the one that was wrecked.

Commissioner Kiesow asked if the \$14,000.00 had been accepted and asked if a budget amendment is needed?

Commissioner Bridges motioned to approve a budget amendment to accept \$14,000.00 made payable to the General Fund for funds received from the insurance company for the wrecked police car. Commissioner Shope seconded the motion. The motion passed unanimously.

BUDGET AMENDMENT

ACCT. NO.	DESCRIPTION	INCREASE	DECREASE
010510550	Fixed Assets over \$5000	\$14,000.00	
010385080	Proceeds from Insurance	\$14,000.00	

Chief Wolford noted the vehicle would be purchased for the HIT Team (Drug Investigative Unit).

Commissioner Herring motioned to purchase a new vehicle for the Oxford Police Department HIT Team (Drug Investigative Unit) using the \$14,0000 received from the insurance company for the wrecked police car. Commissioner Kiesow seconded the motion. The motion passed unanimously.

CONSENT AGENDA APPROVED

A. Meeting Minutes

Commissioner Kiesow motioned to approve meeting minutes of March 6 & 21, 2006. Commissioner Bridges seconded the motion. The motion passed unanimously.

B. Tax Releases

Commissioner Herring motioned to approve the following tax releases. Commissioner Kiesow seconded the motion. The motion passed unanimously.

NAME	AMOUNT	REASON
GE Capital Information Tech	\$1,054.35	Machinery & equipment leased to Granville Medical Center

ADJOURNMENT

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