

**NORTH CAROLINA  
GRANVILLE COUNTY  
CITY OF OXFORD**

**OXFORD CITY HALL, BOARD MEETING ROOM  
TUESDAY, OCTOBER 10, 2006 AT 7:00 PM**

The Mayor and Board of Commissioners of the City of Oxford met for the October 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 Paul Kiesow  
Commissioner A. Chance Wilkinson  
Commissioner S. Quon Bridges  
Commissioner Robert Shope  
Commissioner Robert B. Williford, Sr.  
Commissioner Stephen C. Powell

Present also were City Attorney J. Thomas Burnette, City Manager Thomas S. Marrow, and Deputy City 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.

Commissioner Herring gave the prayer in the absence of Pat Hawkins, City Chaplain.

The Pledge of Allegiance followed the prayer.

**PUBLIC COMMENT**

The Mayor recognized Dawn McGill of 409 Hancock Street, Oxford, to address the Board. Mrs. McGill stated she is a realtor in the area, lives in the historic district, and that the main drawing point for her and her husband living here is the quality of life in Oxford. Mrs. McGill expressed concern for the numerous listings she will have available come spring. These listing will be due to residents no longer feeling their street is a place they want to raise their

families because of the condition of particular properties on the street. Mrs. McGill asked the Board to enact a visual blight ordinance with enforcement capability to include such items as accumulation of objects around a property and vacant buildings being kept in good repair.

She stated she is Vice Chairman of the Historic Oxford Neighborhood Association and has been working on her street as well as others to effect positive change in the neighborhood. Speaking with her neighbors, Mrs. McGill has found some residents are willing to stay if something could be done to help maintain their property values. Mrs. McGill stated that the new developments in and around the City are interdependent upon the mix of the things that make Oxford unique.

After Mrs. McGill thanked the Board for allowing her to speak, the Mayor asked City Manager Marrow to address the blight ordinance that is already on the books. Mr. Marrow stated that the City adopted such an ordinance several years ago which deals mainly with furniture on porches and which has been enforced on several occasions. Consideration could be given to adding items to the ordinance.

Mayor Woodlief asked that the Property Committee meet with Ms. Cheryl Hart (Planning Director) to go over the information from Mrs. McGill and report back to the Board. The Mayor added that the residents of Hancock Street have done much to improve their street and that he liked the idea of what they are attempting to do.

**MAYOR'S YARD OF THE MONTH AWARD**  
**BRUCE AND CHRISTIE HOCKADAY - OCTOBER'S RECIPIENTS**

Mayor Woodlief recognized October's Mayor's Yard of the Month winners, Bruce and Christie Hockaday. Mayor Woodlief read the certificate, which recognized them for the outstanding job of landscaping maintenance and overall attractiveness of 32 Church 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*.

**EMPLOYEE OF THE MONTH AWARD**  
**DAVID COTTRELL, STREET DEPARTMENT**

Mayor Woodlief recognized David Cottrell, Street Superintendent of the Street Department, as September's Employee of the Month. He was presented with a certificate of appreciation and a check for \$25.00.

**INVITATION FROM MUSEUM DIRECTOR, PAM THORNTON,**  
**TO OPENING OF THE NEW GRANVILLE COUNTY HISTORICAL MUSEUM**

Ms. Pam Thornton stated they are excited about the new museum, the first museum being opened in 1996 by the Granville County Historical Society. For over 10 years they have served the public providing exhibits for all citizens to enjoy. Ms. Thornton stated that for over three and one-half years the people of the community have been working to provide a permanent place to exhibit the history of Granville County. This permanent exhibit will reside in the old jail facility. The gala opening will be November 4<sup>th</sup>, and Ms. Thornton invited everyone to attend. The Mayor was asked to attend the ribbon cutting on November 8<sup>th</sup>, the day on which the museum will be open to the public.

**GRANVILLE COUNTY ECONOMIC DEVELOPMENT**  
**QUARTERLY REPORT FROM DIRECTOR LEON TURNER**

Mr. Turner stated North and South Truck Tire Sales, a truck and automotive recapping company, purchased the old Cristex Building on Industry Drive. Their products are sold primarily in Central America; and hopefully, they will be relocated by the end of the year. Employment will be about 30 individuals.

CRO Marketing, the company that leased the Premier Quilting building, is delighted to be in this area and out of New York! The owner, who has lived in North Carolina previously, is glad to be back "home", feeling as if he and his wife have "died and went to heaven".

Carolina Academic Press (publisher and seller of academic textbooks) purchased the High Price Warehouse, and they are also glad to be in the area. Their plans are to completely renovate the office space, repave the parking lot, and to do work to make the outside of the building more attractive.

The project with CertainTeed is moving forward, and plans are underway for a new design of the entrance road into the facility. The DOT hopes to have these plans ready within a few weeks, and completion of the project is scheduled for first quarter 2007.

Mr. Turner stated there is a great deal of interest in some commercial projects in the area, and he believes these plans will go forward very soon.

Two major proposals have been worked on for the Granville Business Park, a 510-acre park at exit 206 off of Interstate 85. Mr. Turner stated the potential for the Park over the next five or six years is exciting. Plans for the sewer are underway with help of the City, and DOT is working on the entrance road to the Park. Construction should start at the site in the spring of 2007.

Construction at the new packaging and distribution center at Bailey Farms is well underway. By springtime, they should be ready to go full blast.

To address the concerns of the audience members regarding renovation, Mr. Turner stated that Oxford is, indeed, growing. However, Oxford is experiencing quality growth, not just growth for the sake of growth. This town is a special place and it will remain a special place.

Mr. Turner added that the Research Triangle Regional Partnership, consisting of 13 counties of which Granville County is a member, has organized a business mission to China. Two counties have been awarded a free trip, Granville being one of them. Mr. Turner will make this trip along with Wake County for meetings with companies who have operations here in Granville County.

#### **FINANCIAL REPORT - SEPTEMBER 2006**

Finance Officer Stephen McNally supplied the Board with a copy of the September 2006 financial report that included General Fund actual revenues of \$420,890, actual expenses of \$474,256; Water Fund actual revenues of \$376,375, and actual expenses of \$322,284; and Other actual revenues of \$278,615, and actual expenses of \$39,003. The subtotals to date are General Fund actual revenues of \$2,115,835 and actual expenses of \$1,623,789; Water Fund actual revenues of \$969,113, and actual expenses of \$1,005,239; Other actual revenues of \$485,247, and actual expenses of \$151,734. Mayor Woodlief stated that if there were no questions concerning the report, Finance Director McNally would be in his office tomorrow for any questions.

#### **REVIEW THE CITY'S REQUEST FOR AL GLASSCOCK, PROPERTY OWNER, TO REMOVE DRAINAGE PIPING PLACED ALONG HIS PROPERTY LOCATED AT 106 ROYAL ROAD**

Mayor Woodlief stated that Mr. Glasscock was sent a letter on September 28<sup>th</sup> from the City Engineer, Larry Thomas, informing him the storm drainage pipe he installed on his property was against City Ordinance. Mayor Woodlief read the letter sent to Mr. Glasscock:

*September 28, 2006*

*Al Glasscock  
106 Royal Road  
Oxford, NC 27565*

*Dear Mr. Glasscock:*

*As you know, you have installed storm drainage pipe along the entire length of your property in the road ditch. This action is in violation of the Oxford Code of Ordinances. A copy of the applicable section is attached for your reference.*

*You are hereby fined \$100 and required to remove the pipe and related appurtenances within thirty (30) days of the date of this letter.*

*You have the right to appear before the Oxford Board of Commissioners at one of their regularly scheduled meetings to discuss this matter. The next scheduled meeting is - October 10<sup>th</sup> beginning at 7:00 PM. You need to contact the City Clerk at 603-1100 to be placed on the agenda.*

*Yours truly,*

*Larry P. Thomas  
City Engineer*

The Mayor recognized Mr. Glasscock who was in attendance to appeal the letter. Mr. Glasscock stated he has been a resident of Oxford since 1963, living at this Royal Road address since 1975. In front of his house was a ditch that he'd wrestled with, trying to keep clean, for 31 years. In riding his bike around the neighborhood, he noticed that one of his neighbors had placed piping in his ditch, something Mr. Glasscock had wanted to do for years. Mr. Glasscock decided to do the same on his property; and after doing so, David Cottrell [Street Superintendent] instructed him the piping was against regulations. Mr. Glasscock stated his neighbor had placed piping, and Mr. Cottrell informed him that he'd also told his neighbor it was against regulations. The neighbor subsequently spoke to City Manager Marrow, who approved the neighbor's piping. Mr. Cottrell informed Mr. Glasscock that City Engineer Larry Thomas would visit him to address the issue. However, since Mr. Glasscock had not heard from Mr. Thomas after three months, he assumed the matter was resolved.

After returning from vacation, Mr. Glasscock found Larry Thomas' card on his car windshield asking that Mr. Glasscock call him. In their conversation, Mr. Thomas stated he was not aware that Mr. Glasscock's neighbor had been allowed to place piping, especially since he'd been told it was against regulations. Mr. Thomas stated he would speak with the City Manager.

Several days later, Larry Thomas called Mr. Glasscock and informed him that he would be sent a violation letter informing him he'd be fined for placing the piping. Mr. Glasscock telephoned City Manager Marrow asking why one pipe was against regulations and the other was not. Mr. Marrow explained that the neighbor only partially installed piping in his ditch while Mr. Glasscock installed piping in his entire ditch. Stopping one joint past the drainage ditch, Mr. Marrow explained, would have been acceptable.

Mr. Glasscock stated he'd spent several thousand dollars putting in the ditch, and it would cost about as much to take it out. He asked the Board that he be allowed to pay the incurred fine and to keep the piping as it is.

Mayor Woodlief asked the Board were there questions for Mr. Glasscock. Commissioner Kiesow asked City Manager Marrow about the current ordinance. Mr. Marrow explained that the original ordinance was passed several years ago, explaining that rainwater is not able to get into a ditch when the ditch is piped. When there is no curb and gutter, the ditch is designed to take the water away from the street, to a storm drain, and ultimately into the creek. Ponding of water occurs when ditches are piped, the water gets under the street, and the street fails. Mr. Marrow stated that numerous requests had been made for the piping of ditches, and it was decided that it was in the best interest of the City to stop the piping altogether.

Mayor Woodlief asked the City Manager was there some mistake on his part as to Mr. Glasscock's neighbor being allowed to pipe his yard. Mr. Marrow explained that upon a call from David Cottrell alerting him of the neighbor's piping, he drove out to examine the work. One joint of piping had been put in on each side of an extra-wide driveway, a retaining wall being placed to catch the flow of the water going into the pipe. Mr. Marrow told the neighbor his piping was fine; and upon returning to the office, he read the ordinance again. The ordinance states there is only a limited amount of pipe that can be put on each side of a

driveway, and the neighbor's pipe exceeded the limit. The City Manager stated he made a mistake because he did not pick up on the piping limits.

Commissioner Bridges asked could Mr. Glasscock's neighbors have damage to their streets because of his piping. Mr. Marrow stated Mr. Glasscock did a nice job installing his pipe and that a catch basin had been installed which would allow rainwater to get into the pipe. The only thing the City Manager saw going wrong would be back up from debris, which could possibly run down the street. Mayor Woodlief stated that Mr. Glasscock's house is on a hill, and he did do a good job of piping. The Mayor asked Mr. Glasscock if he would be willing to not hold the City responsible for any cleanout or maintenance if he were allowed to keep the piping, to which Mr. Glasscock replied he would not hold the City responsible.

Commissioner Williford, Property Committee Chair, asked the City Manager did Mr. Glasscock do a job comparable to what the City would have done. Mr. Marrow stated Mr. Glasscock did a very similar job.

**Original Motion**

Commissioner Williford made a motion that Mr. Glasscock be allowed to keep the piping, that Mr. Glasscock would be required to pay the incurred fine, and that Mr. Glasscock would be responsible for maintenance and cleanout of the piping.

City Attorney Burnette was asked the amount of the fine and whether or not this Board could set the fine. Mr. Burnette responded that the amount would be \$50.00 a day, that amount starting on the date of violation.

Commissioner Herring seconded the motion with comment. He agreed Mr. Glasscock should keep the piping as is, but that the fine of \$100.00 stated in Mr. Thomas' letter was insufficient. Commissioner Herring recommended a fine of \$500.00, because a signal needed to be sent to citizens that the City's rules and regulations would be enforced. The Commissioner

stated that the rules in this case may or may not have been clear, but this type of situation does not need to again occur.

**Substitute Motion**

Commissioner Herring made the motion that Mr. Glasscock should be allowed to keep the piping with the fine being set at \$500.00.

Commissioner Powell stated he was uncomfortable with the fine being set at \$500.00, because he felt Mr. Glasscock was being made to suffer from an honest mistake. Further, the Commissioner felt that the message would get out to the public by the mere presence of residents and media in the audience. Commissioner Powell recommended that in the event the fine of \$500.00 did pass, payment be stretched over a period of time to eliminate hardship on Mr. Glasscock. Commissioner Herring agreed to a payment schedule if needed by Mr. Glasscock.

Commissioner Kiesow commented that the concern is legitimate that other people may want to do as did Mr. Glasscock, that the fine of \$500.00 should be imposed, and that Commissioner Herring's recommendation was that of the Public Works Committee.

Commissioner Bridges commented that he did not think Mr. Glasscock should have to dig up the piping since it was so well done. However, he was concerned about a precedent being set. The Commissioner did not want citizens appearing before the Board every time they wanted to do as did Mr. Glasscock, and that a clear-cut position should be put in place. The Mayor responded that the action taken here signified that there would be no more piping allowed. He further stated that as with the utility companies, if there is no response, the citizen should make an effort to re-contact the City to ensure what they wish to do is not against regulations. In Mr. Glasscock's case, at least two contacts were made to him before, during, and after his piping process.

The Mayor asked Mr. Glasscock how did he feel about the \$500.00 fine to which he responded he was comfortable.

**Substitute Motion Restated**

The Mayor asked for a vote on the motion that Mr. Glasscock be allowed to keep the piping, that he be fined \$500.00, and that he be responsible for maintenance of the piping. The motion carried unanimously. It was clarified that Attorney Burnette would have a receipt drawn up for Mr. Glasscock to sign when he paid his fine.

**CONSIDER CALLING FOR A PUBLIC MEETING IN CONJUNCTION WITH THE NOVEMBER 14, 2006 REGULAR SESSION MEETING TO DISCUSS NAMING A STREET AFTER DR. MARTIN LUTHER KING, JR.**

Mayor Woodlief stated Linden Avenue had been chosen by the Property Committee to be named Dr. Martin Luther King, Jr. Avenue from the intersection of Linden Avenue and I-85 to the intersection of Linden Avenue and Hillsboro Street. He explained that none of the actual addresses on Linden Avenue would be changed. The Mayor called for a motion. The motion to call for a public meeting to discuss naming a street after Dr. Martin Luther King, Jr. at the November 14, 2006 meeting was made by Commissioner Herring and seconded by Commissioner Bridges. The vote was unanimous.

**DEPUTY CLERK RECOGNIZED**

Mayor Woodlief stated that Deputy Clerk Donna Hosch would be sitting in for City Clerk Tanya Weary as Tanya prepared for medical leave in order to have her baby.

**Additional Item**  
**ROYSTER WASHINGTON RECOGNIZED**

The Mayor recognized Mr. Royster Washington who introduced himself and stated his address as 206 East Front Street, Oxford. Mr. Washington was representing a group of Oxford citizens concerned that a part of Oxford's history would disappear by bulldozer. Basically, this

group's concern was that wasting old buildings would be wasting economic potential. Developers are pouring millions into recreating homes and centers to look like the buildings which already exist in Oxford. With tourism being the second largest industry in North Carolina, many people come for the historic structures.

Mr. Washington reported that Oxford currently has over 200 buildings and homes located within the historic district that are listed on the National Register of Historic Places issued by the US Department of Interior. The barn that housed the buggy company is one of those structures, and the group would like the City to work with the County to restore the barn and turn it into a community facility for non-athletic activities. Several in the group are working with the State Historic Preservation Office in Raleigh to develop a proposal regarding the preservation of historic structures and homes in Oxford. The group hopes to bring forth this proposal at the December 12<sup>th</sup> regular session meeting.

Mr. Washington stated the proposal would be based upon NC Statutes governing historic preservation. The Commissioners would be asked to create an Historic Preservation Commission composed of citizens appointed by the Board, and who would be accountable to the Board. The Commission would recommend historic designations, establish standards for renovation, advise on preservation planning, etc. Mr. Washington reminded the Board that this type of commission is not new, that in 1985 the Board of Commissioners approved the creation of the Granville County Oxford Historical Properties Commission, which was responsible for the Federal government designating the historic districts within the City limits and the publication of Heritage and Homesteads. This commission ceased to function when it was thought the City would forfeit property taxes. Mr. Washington stated that his group would be working to finalize a long-range plan for submission to the Board, which would be further discussed at the December 12<sup>th</sup> session.

Mayor Woodlief stressed to the group that the City has nothing whatsoever to do with the barn; the County has purchased the structure. This was in conjunction with the City asking the County for assistance with the barn at a recent joint Commissioners meeting. The Mayor pointed out the barn is in bad repair and is very dangerous; it would take a great deal of money to fix the barn for the use the group suggested. The County does have plans for expansion of their site, but the Mayor stated this Board would look at any plan the group devised in December as long as the County had not moved forward with its own plans.

The Mayor informed the group that their organization could be most helpful in trying to get some of the current problem structures out of blight - properties on Main Street (Manie Currin) and College Street (Tommy Watkins). As people come to Oxford, the barn is not the source of embarrassment; it's the larger old homes which the owners refuse to maintain. The Mayor stated some of the things the group asked for are out of the City's hands; but for those things which are not, the City would be glad to work with them.

Commissioner Kiesow added that this group should meet with the Broad Street residents, who are also working toward the same goal. He stated that eyesores can also be a safety hazard. While no Commissioner wants to see the older buildings torn down, they will be so if they are dangerous.

Commissioner Bridges stated he would appreciate this group incorporating into their plan having some of the owners of the blighted structures attend the Board meetings and let the Board know they are joining with the group in order to get some of the blighted structures taken care of. The City cannot take tax dollars and fix private homes. The Commissioner found it odd that this group was in attendance fighting for properties that none of them own. Property owners have not presented before the Board and explained how they, themselves, want the structures repaired in order to keep Oxford beautiful.

Commissioner Wilkinson stated that some of the buildings are just old – they are not necessarily historic. He asked were any of the buildings listed on the agenda properties that the Historical Society classified as historic. Mr. Washington stated that 208 Spring Street was the office of a former lawyer and did have some history.

Mayor Woodlief explained property owners have, in the past, promised to repair their properties even to the point of leaving deposits with the City, but that the work had never been completed. It is not fair for owners who take care of their property to have to look out of their doors and windows and see blighted structures, rats, etc. These are the properties the City is interested in, not the historic properties. Most of the property owners of the blighted structures do not live in Oxford, and the Mayor reiterated that the Board would be open to hearing their plans for their properties.

#### **REPORT ON STATUS OF ABANDONED HOUSE AT 210 BROAD STREET**

The Mayor stated that this house is owned by William Adcock; and according to Ms. Hart is standard, the house being in need of painting. Mr. Adcock is waiting to see what happens to the house at 212 Broad Street before he completes work on this project.

#### **REPORT ON STATUS OF ABANDONED HOUSE AT 212 BROAD STREET**

Ms. Cheryl Hart, Planning Director, stated Mr. Watkins is negotiating the sale of this property, the stalling issue being aesthetics. Ms. Hart stated that Mr. Adcock, as well as the Board Street residents, is interested in purchasing this property.

#### **REPORT ON STATUS OF ABANDONED HOUSE AT 218 BROAD STREET**

Mayor Woodlief reported that Tom Watkins is slowly removing this house, and Ms. Hart has given him until next month to have the structure completely removed. If it is not, it will be placed on the agenda to adopt a Demolition Ordinance.

#### **REPORT ON ABANDONED HOUSE AT 419 BROAD STREET**

Mayor Woodlief reported that there was a water problem at this house and that the owner refused to have the problem corrected. The tenants moved out and the City has placed a lock on the water meter until the repairs are made to the City's satisfaction. Ms. Hart reported that the house also needs attention as to painting, etc. The owner rents this property but lives in Oxford in another residence.

Commissioner Herring stated he has no sympathy for these houses. They need to either be fixed or burned or torn down (*applause from the audience*). The City has plenty of developments and decent, affordable housing. Owners who allow these structures to remain to hurt the well being of Oxford's citizens should be run out of town. It tells something about the owner if he owns this property but lives elsewhere.

**REPORT ON THE VACANT HOUSE AT 120 FRANKLIN STREET**

The Mayor stated that the house has been rehabbed and just needs some cleaning.

**REPORT ON THE VACANT BUILDING AT 600 RALEIGH STREET**

The Mayor reported that this is a commercial building that looks better from the outside than before, but it still is not up to par.

**REPORT ON THE VACANT HOUSE AT 120 CLEMENT AVENUE**

The Mayor reported that this house is substandard.

**CONSIDER ADOPTING A DEMOLITION ORDINANCE TO DEMOLISH THE  
STRUCTURE AT 106 SUMMITT AVENUE**

**and**

**CONSIDER ADOPTING A DEMOLITION ORDINANCE TO DEMOLISH THE  
STRUCTURE AT 206 WEST McCLANAHAN STREET**

**and**

**CONSIDER ADOPTING A DEMOLITION ORDINANCE TO DEMOLISH THE STRUCTURE  
AT 208 SPRING STREET**

Commissioner Bridges corrected that Attachments III-I and III-J were transposed on the agenda.

Mr. John Moore from Raleigh, NC was present and recognized by the Mayor as the owner of the Franklin Street and Raleigh Street structures. Mr. Moore stated that he has done work on the house and building and that people are interested in renting the house. Mr. Moore asked the Board for more time to complete his renovations. Ms. Hart stated she informed Mr. Moore these items would be on the agenda this month, Mr. Moore coming before the Board almost a year ago with this same issue. Mr. Moore stated he is doing the work himself and wishes to do something for the elderly with the commercial building. He stated the outside of his building will look as good as the one the Oxford Housing Authority recently completed.

The Board and Mr. Moore agreed that the house would be completed 30 days and the commercial building would be completed in four months. The Mayor informed Mr. Moore that if these time frames were not met, the structures would come down. Ms. Hart was instructed to draw up paperwork for Mr. Moore, and Mr. Moore was informed he is to appear before the Board in 30 days with pictures of completion of the residence.

**Motion**

Mayor Woodlief stated the Lillie Glover Heirs are not interested in repairing the structure at 106 Summit Avenue and called for a motion to adopt the Demolition Ordinance. Commissioner Herring made a motion to demolish the structure; Commissioner Kiesow seconded the motion. The vote was unanimous.

**ORDINANCE NO. 06-10-01  
ADOPTED: 10-10-06  
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. 16OA-443(5) pursuant to an order issued by the Housing Code Officer on June 5, 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: 106 Summit Avenue, Oxford, North Carolina; Owner(s): Lillie Glover Heirs, c/o Cynthia Glover, PO Box 481, Oxford, North Carolina 27565.*

*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 10<sup>th</sup> day of October 2006, and with the Housing Code and G.S. 16OA-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 10th day of October, 2006.*

Mayor Woodlief stated the property at 206 West McClanahan Street was gutted and in the process of being renovated when the interested parties died, leaving no further interest in the building. The Mayor called for a motion to adopt the Demolition Ordinance. Commissioner Bridges made the motion; Commissioner Powell seconded the motion. The vote was unanimous.

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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 July 11, 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: 206 West McClanahan Street, Oxford, North Carolina;  
Owner(s): Cray Stella Group, c/o Bob Cray, 7413 Six Forks Road Suite 327, Raleigh, NC 27615.

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 10<sup>th</sup> day of October 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 10th day of October, 2006.

Mayor Woodlief called for a motion to adopt the Demolition Ordinance for the structure at 208 Spring Street. Commissioner Shope stated he wished to see this structure be the last one torn down until Mr. Washington's group has a chance to speak with property owners. The Mayor stated this structure would be spared until January.

**REPORT FROM THE PROPERTY COMMITTEE ON COLUMBARIUM  
FOR ELMWOOD CEMETERY**

Commissioner Williford stated that with the assistance of the City Manager the Property Committee formulated figures for a 72-niche unit that would help fill the need for space at the cemetery as requested by the public.

Columbarium	\$11,714.00
Shipping	\$ 1,394.00
Tax	\$ 917.00
Landscaping	\$ 500.00
Footing	\$ 300.00
Crane (estimated)	<u>\$ 500.00</u>
TOTAL	<u>\$15,325.00</u>

Commissioner Williford stated that the total cost would be \$15,325.00, with each niche costing \$212.85. There are places in the cemetery for the columbarium. The Committee suggested single niches to cost \$600.00 and double niches to cost \$800.00, which would include opening and closing of the niches. The Mayor stated that the City needs to provide spaces for people who wish to be buried in Oxford who do not have a church affiliation.

The Mayor recognized Rebecca Pike Wilkinson to address the Board. Mrs. Wilkinson stated she grew up in Oxford and is the owner of Meadowview Memorial Park along with her husband, father, and mother. They have available spaces for burials as well as cremations. Mrs. Wilkinson stated they do not understand why the Mayor felt a need to place a columbarium at Elmwood Cemetery since their cemetery is already offering these services. Being taught to shop and spend locally, Mrs. Wilkinson stated they feel the City getting back into the cemetery

business is competing with them, taking away some of their business, and putting them at a disadvantage. If there are people wishing to be cremated, Mrs. Wilkinson asked the Board to send the business their way, that they would be able to order and place a columbarium in a short period of time. They have spoken with several funeral directors, and she reported none of them see a great need for a columbarium.

Mayor Woodlief corrected Mrs. Wilkinson that the City is very much in the cemetery business, spending approximately \$90,000.00 a year at Elmwood. Elmwood Cemetery appears to be a well liked and desired space for citizens – it is 125 years old, it is tranquil. In speaking with the NC Burial Association, the City found that because of the rising costs of burials, the trend is towards cremation. The City has already received checks from citizens who are interested in being placed in the columbarium at Elmwood. The City plans to start with one columbarium and expand to three if needed. If the cremation trend does not pan out, the Mayor stated that there would be enough interest in the one columbarium that the City would recoup monies spent.

Mrs. Wilkinson stated that her understanding was that there was a gentleman's agreement reached in 1968 when Meadowview started that the City was going to get out of the cemetery business, and she felt a handshake on such an agreement was meaningful. The Mayor stated the City has never ceased burying individuals in the cemetery and that spaces can be found for burial if necessary. David Cottrell, Street Superintendent, confirmed that the City owns none of the burial plots.

Mr. Eddie McCoy of 408 Kingsbury Street, Oxford was recognized to address the Board. Mr. McCoy stated he had no problem with the City spending tax money for the columbarium as long as it was understood by the public that *anyone* could be buried there.

Mr. John Pike of Clarksville, Virginia was recognized to address the Board. Mr. Pike stated he has a law office on Williamsboro Street in Oxford and that he does not want his tax money used for a columbarium. He stated it is unfair and immoral, it is in direct competition with him, and the City is using his tax dollars to be in competition with him. Meadowview could get a columbarium within a month if the City sent the business his way. Mr. Pike felt the City was “doing something behind our backs”.

Mr. Pike accused the Mayor of trying to do something to hurt his daughter, to which the Mayor stated he was not. The churches are building columbariums, and the Mayor asked Mr. Pike did he feel the churches were hurting his daughter. Mr. Pike stated the City has 300 sites which could be opened the next day at Elmwood, but the City would not open them and the Mayor knew why. When asked why by the Mayor, Mr. Pike stated the Mayor sold his plots at Meadowview so he wouldn't be buried at Meadowview next to Mr. Herring's wife. The Mayor stated emphatically he had never had burial plots at Meadowview to which Mr. Pike insisted he did. Mr. Pike's three minutes expired, and the Mayor asked him to take his seat.

### **Motion**

The Mayor reiterated that anyone could buy a niche in the columbarium, and asked for a motion to purchase per Commissioner Williford's proposal. Commissioner Bridges stated that he was unaware until this evening that there was so much controversy surrounding the columbarium and that he was not certain he was ready to vote. Commissioner Powell stated he was uncomfortable and felt he needed more information.

The Mayor then called for a vote, based on the discussion, that the matter of a columbarium being placed at Elmwood Cemetery be returned to the Property Committee for further study and discussion. The vote was unanimous.

**DISCUSS THE STATUS OF THE RAILROAD TRACKS**  
**AS REQUESTED BY MAYOR WOODLIEF**

Mayor Woodlief stated that the City has been arguing with the State and railroad companies for the past five years regarding the state of the railroad tracks. A meeting was held and the work on the tracks was prioritized, the top streets for attention being Cherry Street, College Street, Roxboro Road, and the Outer Loop Road beside the Shell Station. All of these streets will either have the tracks removed and repaved or repaved and smoothed over, the work hopefully being completed by next month.

**REPORT ON VETERANS' MEMORIAL FOR OXFORD**

The Mayor stated that this is a subject which was discussed at the Commissioners' recent retreat. Commissioner Shope, who is working on this project, is having difficulty finding a site for such a memorial. Commissioner Shope reported that one possible site is the Armory, and that he has not yet received confirmation calls that a memorial could be placed at the Armory. There is a possibility that the government can contribute to the cost of the monument which would honor soldiers from the Revolutionary War, the War of 1812, the Mexican War, the War Between the States, WWI, WWII, the Korean War, the Vietnam War, and the Iraq War of today.

The Commissioner stated he has traveled to view several memorials, and he is most impressed with the eight-sided structures which are placed in a gazebo. Clarksville has a memorial consisting of 535 names at a cost of \$75 per name. Most of the funds necessary to build and maintain their memorial have been donated. The city also held fundraisers, such as selling bricks, to help with cost. Commissioner Shope asked for support of a memorial for Oxford from all the City's citizens, and he urged everyone to call him with their support.

Commissioner Shope has several people ready to go on this project, and he wishes to see it go forward. The Mayor stated he hopes the project will come about.

**CONSIDER OBSERVING VETERANS' DAY ON FRIDAY, NOVEMBER 10, 2006**

The Mayor stated that according to the Personnel Policy, when a holiday falls on a weekend, that holiday will be recognized on the following Monday. However, the County and State are recognizing Friday as the official holiday and he recommended keeping it simple for citizens and making the City's holiday the same as the County and State.

Commissioner Herring made a motion for Friday, November 10, 2006 to be recognized as the official Veterans' Day holiday for the City; Commissioner Bridges seconded the motion. The vote was unanimous.

**Additional Item**  
**REPORT ON PUBLIC WORKS COMMITTEE MEETING**  
**AS REQUESTED BY COMMISSIONER KIESOW**

Commissioner Kiesow reported that the Committee was not happy with having to pay the \$5,450.00 in fines imposed by the SOC, but this was much less than the City expected to pay.

**Motion**

Commissioner Kiesow made a motion that a budget amendment in the amount of \$5,450.00 made payable from the Water Fund be approved for payment of fines imposed by the SOC. Commissioner Wilkinson seconded the motion. The vote was unanimous.

**BUDGET AMENDMENT**

ACCOUNT NO.	DESCRIPTION	INCREASE	DECREASE
031906926	WWTP Project Costs	\$5,450.00	
030399000	App Fund Balance	\$5,450.00	

**CONSIDER ADOPTING WATER SHORTAGE RESPONSE AGREEMENT  
AND ORDINANCE**

Commissioner Kiesow stated that the Public Works Committee chose to table this Agreement and Ordinance because the KLRWS has not had discussion on the subject. The Commissioner reported that during the drought several years ago, negotiations for water were in process with Stovall, Stovall wanting 1.5 million gallons of water per month. Oxford was using 1.5 million per day at that time, and the Army Corps of Engineers was putting 1.5 million gallons per minute into the dam. Therefore, the Committee felt the Army Corps of Engineers should be included in these discussions with the KLRWS.

**CONSIDER ADOPTING THE RULES, REGULATIONS, POLICIES, AND STATUTES OF THE  
STATE OF NORTH CAROLINA RELATED TO THE  
PURPOSE OF ESTABLISHING PROCEDURES FOR THE OPTIONAL  
PAYMENT OF FEES TO PARTIALLY OFFSET NUTRIENT LOADING REQUIREMENTS  
IN THE TAR-PAMLICO BASIN**

Commissioner Kiesow stated the State is finalizing these rules, the rules having to be in place particularly for commercial properties. Therefore, Commissioner Kiesow made a motion for the above rules, regulations, policies, and statutes be adopted; Commissioner Bridges seconded the motion. The vote was unanimous.

***Additional Item*  
**WASTE WATER TREATMENT PLANT DEDICATION UPDATE****

Mayor Woodlief reported that the City Manager thought the dedication should take place sometime between November 13<sup>th</sup> and 15<sup>th</sup>, even though the project is not fully complete (grounds need landscaping). On the stated dates, the builders and others involved would be available locally to attend whereas they would not be for a spring event (they would have returned to their homes). After further discussion, it was decided that the official dedication be delayed until the facility is complete with landscaping, etc. A smaller event may be planned prior to that time to accommodate out-of-state contractors.

*Additional Item*  
**DEWBERRY & DAVIS CHANGE ORDER UPDATE**

Commissioner Kiesow reported that during a meeting with Chris Brown of Dewberry & Davis, three change orders that incorporate a number of small change orders were discussed, these orders amounting to \$157,000.00 in the City's favor. Dewberry has asked permission from the Public Works Committee to negotiate with the contractor(s) for even better pricing, to which the Committee agreed.

**CONSIDER ADOPTING RESOLUTION TO APPROVE THE GRANVILLE COUNTY  
SOLID WASTE MANAGEMENT PLAN**

Commissioner Kiesow reported he found nothing wrong with this Plan, except that it is too wordy. City Manager Marrow confirmed that the figures contained in the Plan are correct for Oxford. Commissioner Kiesow made a motion to adopt the County Solid Waste Management Plan; Commissioner Bridges seconded the motion. The vote was unanimous.

**CITY OF OXFORD  
RESOLUTION TO APPROVE THE  
GRANVILLE COUNTY SOLID WASTE PLAN**

*WHEREAS, better planning for solid waste will help protect public health and the environment, provide for an improved solid waste management system, better utilize our natural resources, control the cost of solid waste management; and*

*WHEREAS, North Carolina General Statute 130A-309.09A(b) requires each unit of local government, either individually or in cooperation with other units of local government, to develop a ten-year comprehensive solid waste management plan including the required 3 year updates; and*

*WHEREAS, the City of Oxford was adequately represented in the planning process;*

*NOW, THEREFORE, BE IT RESOLVED that the City of Oxford Board of Commissioners hereby approve the Granville County Comprehensive Solid Waste Management Plan.*

*ADOPTED, this 10<sup>th</sup> day of October, 2006.*

**CONSIDER APPROVING THE UPDATED TRIANGLE J  
CABLE CONSORTIUM SERVICE AGREEMENT**

City Manager Marrow reported that the City has received over \$65,000 in franchise fees, and the State federal government is looking into ways to take this money away. Bob Sepe, Legal Advisor for Cable TV, and his group are on top of this issue and will defend it to the bitter end. Commissioner Herring made a motion that the Service Agreement be approved; Commissioner Wilkinson seconded the motion. The vote was unanimous.

**CONSIDER REQUEST FROM OXFORD BAPTIST CHURCH TO CLOSE LITTLEJOHN  
STREET ON TUESDAY, OCTOBER 31, 2006 BETWEEN 5:00 PM AND 8:00 PM  
FOR HALLOWEEN ACTIVITIES**

This being an annual request, Commissioner Wilkinson made a motion to approve this street closing; Commissioner Bridges seconded the motion. The vote was unanimous.

**CONSIDER APPROVING THE USE OF THE PARKING LOT ADJACENT TO  
JOHN WATSON'S LAW OFFICE AT NO COST FOR THE ANNUAL SALE  
OF CHRISTMAS TREES BY BOY SCOUT TROOP 637  
FROM NOVEMBER 18, 2006 UNTIL DECEMBER 17, 2006**

This being an annual request, Commissioner Kiesow made a motion to approve the use of the parking lot; Commissioner Shope seconded the motion. The vote was unanimous. Commissioner Wilkinson corrected the name of the law office to Watson, Dunlow, and Wilkinson.

**CONSIDER REQUEST FROM DOWNTOWN OXFORD ECONOMIC DEVELOPMENT  
CORPORATION TO CLOSE THE FOLLOWING STREETS ON FRIDAY, DECEMBER 1,  
2006 AS FOLLOWS: 1) MAIN STREET FROM WILLIAMSBORO TO SPRING FROM  
3:00 PM UNTIL 6:00 PM FOR THE LIGHTING OF THE GREENS ACTIVITIES,  
AND 2) HILLSBORO AND WILLIAMSBORO STREETS FROM PINE TREE TO COOPER  
FROM 5:30 PM UNTIL APPROXIMATELY 7:00 PM FOR THE HOLIDAY PARADE**

Commissioner Bridges made a motion to close the above streets as stated; Commissioner Powell seconded the motion. The vote was unanimous.

Mayor Woodlief stated that the date of the parade will be December 1<sup>st</sup>.

**CONSIDER REAPPOINTING PAT KIESOW TO THE OXFORD HOUSING AUTHORITY BOARD OF COMMISSIONERS TO A FIVE-YEAR TERM EXPIRING SEPTEMBER 2001**

Commissioner Kiesow excused himself from voting. Commissioner Bridges made a motion to approve the above appointment; Commissioner Herring seconded the motion. The vote was unanimous.

**CONSIDER REAPPOINTING ROBERT B. WILLIFORD, JR. TO THE OXFORD PARKING AUTHORITY BOARD OF COMMISSIONERS TO A FIVE-YEAR TERM EXPIRING OCTOBER 2011**

Commissioner Williford corrected his designation as "Sr." not "Jr.". Commissioner Herring made a motion to approve the above appointment; Commissioner Powell seconded the motion. The vote was unanimous.

**CONSIDER ALLOWING THE OXFORD WOMEN'S CLUB TO PLACE PURPLE RIBBONS IN THE DOWNTOWN AREA IN RECOGNIZING DOMESTIC VIOLENCE AWARENESS MONTH IN GRANVILLE COUNTY FROM OCTOBER 25 THRU OCTOBER 31, 2006**

Commissioner Bridges made a motion to approve the placement of purple ribbons as stated above; Commissioner Powell seconded the motion. The vote was unanimous.

**BUDGET AMENDMENT APPROVED - LAPTOP COMPUTERS**

Commissioner Herring made a motion to approve a budget amendment in the amount of \$14,500.00 made payable from the General Fund for the purchase of six laptop computers (half funded by Governor's Highway Safety Program); Commissioner Bridges seconded the motion. The vote was unanimous.

**BUDGET AMENDMENT**

ACCOUNT NO.	DESCRIPTION	INCREASE	DECREASE
010510543	Fixed Assets < \$5,000	\$14,500.00	
010399000	Appropriated Fund Bal	\$14,500.00	

**BUDGET AMENDMENT APPROVED - CHILLER**

Commissioner Wilkinson made a motion to approve a budget amendment in the amount of \$15,212.34 made payable from the General Fund to purchase an air conditioning chiller for the City Hall Auditorium; Commissioner Kiesow seconded the motion. Mayor Woodlief commented that this work had already begun and that City Manager Marrow managed to bring in the chiller at a cost of \$15,000.00 versus \$40,000.00. The vote was unanimous.

**BUDGET AMENDMENT**

ACCOUNT NO.	DESCRIPTION	INCREASE	DECREASE
010500407	All Buildings Maintenananc	\$15,212.00	
010399000	App Fund Balance	\$15,212.00	

**Additional Item**

**NEW GOLF COURSE IN OXFORD ON US 15 AND GELA ROAD**

The Mayor stated that Commissioner Wilkinson’s family is involved in a new golf course venture. The lots to be sold are one acre, one-half acre, and one-third acre. The Mayor distributed maps showing the golf course and how houses will surround it.

**Additional Item**

**TREE PLANTING DOWNTOWN**

The Mayor reported that members of the penal system have dug the holes for the downtown trees and that planting would begin this week. Pots have arrived for the flowers, which will be put out on the street next week.

**Additional Item**

**STREET PAVING**

The Mayor stated that Cherry Street would be paved before this month’s end.

*Additional Item*  
**GOVERNMENT AFFAIRS MEETING**

The Mayor reported that this meeting will be held at Creedmoor City Hall on Friday morning at 8:00 a.m. The Mayor will attend representing Oxford in the place of City Manager Marrow.

**CONSENT AGENDA APPROVED**

*A. Meeting Minutes*

Commissioner Kiesow motioned to approve meeting minutes of September 5 and 12, 2006; Commissioner Bridges seconded the motion. The vote was unanimous.

*Additional Item*  
**STREETLIGHTS AT THE CENTRAL CHILDREN'S HOME**

Prior to going into Closed Session, the Mayor recognized Mike Alston from the Central Children's Home. Mr. Alston stated he was in attendance to inquire as to when the City was going to put up streetlights at the Home. With the lights being down, several staff members have fallen; and having the lights put up before completion of the project would assist with safety. Mr. Alston stated Larry Thomas recommended eight streetlights be erected. Commissioner Herring made a motion that the eight streetlights be erected on the existing Progress Energy poles at Central Children's Home prior to completion of the street project; Commissioner Powell seconded the motion. The vote was unanimous.

**CLOSED SESSION - UNSEALING CLOSED SESSION MINUTES**

Prior to asking for a motion to go into closed session, Mayor Woodlief stated that he wished for everyone to understand that whatever is said in closed session, stays in closed session.

Commissioner Herring made a motion that the Board go into Closed Session, which was seconded by Commissioner Shope, according to G.S. 143-318.11 to discuss unsealing closed session minutes. The vote was unanimous.

At the end of the Closed Session and on motion by Commissioner Wilkinson, seconded by Commissioner Herring, the Board voted unanimously to return to Regular Session. The following minutes were approved for unsealing during the Closed Session:

*July 8, 2003*

*October 14, 2003 (excerpt Gloryroad Wireless Internet Service)*

*December 9, 2003 (excerpt Stormwater Management Ordinance)*

*May 11, 2004 (excerpt Coon Creek Lift Station Error by Dewberry & Davis)*

*July 13, 2004 (excerpt Dewberry & Davis Error – Coon Creek Lift Station)*

*August 12, 2004*

*August 16, 2004*

*September 14, 2004 (excerpt Coon Creek Pump Station Update)*

*October 12, 2004*

*November 9, 2004 (excerpt Change Orders for Coon Creek Pump Station)*

*December 14, 2004 (excerpt Letter from City of Washington Regarding Stormwater)*

*December 21, 2004 (excerpt Career Development Plan for Fire Department)*

*January 4, 2005 (excerpt WWTP Upgrade Discussion on Eimco & Westech & Meeting with Fire Department Concerning Career Development)*

*July 5, 2005*

*July 12, 2005 (excerpt Recommendation for Settlement with Central Builders)*

*August 1, 2005*

*August 9, 2005 (excerpt Central Builders Settlement)*

*September 6, 2005 (excerpt Coon Creek Lift Station Update & Easement – Knott Heirs & DMP  
– Liquidated Damages – Water Line Project)*

*October 3, 2005 (excerpt – Dewberry & Davis Negotiation – Coon Creek Lift Station)*

*December 13, 2005 (excerpt Fire Protection Payment)*

**ADJOURNMENT**

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