

**NORTH CAROLINA
GRANVILLE COUNTY
CITY OF OXFORD**

**OXFORD CITY HALL, BOARD MEETING ROOM,
TUESDAY, NOVEMBER 13, 2007 AT 7:00 PM**

The Mayor and Board of Commissioners of the City of Oxford met for a 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 Robert Shope
Commissioner Stephen C. Powell
Commissioner Paul F. Kiesow
Commissioner Robert B. Williford, Sr.

Absent: Commissioner A. Chance Wilkinson

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

Mayor Pro Tem Howard Herring gave the prayer.

The Pledge of Allegiance followed the prayer.

PUBLIC COMMENT

No one wished to speak.

**MAYOR'S YARD OF THE MONTH AWARD -
MAURICE & SANDY WHITLOW – NOVEMBER'S RECIPIENTS**

Mayor Woodlief recognized November's Mayor's Yard of the Month winners, Maurice and Sandy Whitlow. Mayor Woodlief read the certificate, which recognizes them for the

outstanding job of landscaping maintenance and overall attractiveness of 513 Sunset Avenue. He added 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*.

QUON BRIDGES RECOGNIZED

Mayor Woodlief presented former City Commissioner Quon Bridges on behalf of himself, Board of Commissioners and the citizens of Oxford a plaque of appreciation for his years of service as a City Commissioner.

FINANCIAL REPORT – OCTOBER 2007

Finance Officer Stephen McNally supplied the Board with a copy of the October 2007 financial report that included General Fund actual revenues of \$352,920 actual expenses of \$542,071; Water Fund actual revenues of \$339,159, and actual expenses of \$474,198 and Other actual revenues of \$112,947 and actual expenses of \$164,336. The subtotals to date are General Fund actual revenues of \$2,541,397 and actual expenses of \$2,194,208; Water Fund actual revenues of \$1,423,013 and actual expenses of \$1,784,594; Other actual revenues of \$748,468 and actual expenses of \$299,873. 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.

PUBLIC HEARING SET – HORSES/PONIES ORDINANCE

Commissioner Herring motioned to call for a public hearing in conjunction with the December Regular Session scheduled for December 11, 2007 beginning at 7:00 PM to consider adopting an ordinance to allow horses/ponies within the city limits. Commissioner Kiesow seconded the motion and carried unanimously.

CENTRAL CHILDREN'S HOME RESURFACED STREETS ACCEPTED

Commissioner Shope motioned to accept resurfaced streets at the Central Children's Home in to the City's system. Commissioner Kiesow seconded the motion. The motion passed unanimously.

CENTRAL CHILDREN'S HOME NAMING STREETS

City Manager Marrow noted he had spoken with Mike Alston of the Central Children's Home and he will discuss naming the streets with the Executive Committee when they meet in a few weeks.

This item was continued to the December meeting.

BUDGET AMENDMENT APPROVED – DONATION TO POLICE DEPARTMENT

Commissioner Kiesow motioned to approve a budget amendment in the amount of \$500.00 made payable to the General Fund to recognize a gift from Ms. Gene Finch to the Oxford Police Department. Commissioner Herring seconded the motion. The motion passed unanimously.

BUDGET AMENDMENT

ACCT. NO.	DESCRIPTION	INCREASE	DECREASE
010385050	Miscellaneous Revenue	\$500.00	
010510629	Employee Welfare Fund	\$500.00	

ZONING PUBLIC HEARING SET – INCLUDE DEFINITIONS OF CONDOMINIUMS & TOWNHOMES

Commissioner Herring motion to call for a public hearing in conjunction with the December Regular Session scheduled for December 11, 2007 beginning at 7:00 PM to consider amending the Oxford Zoning Ordinance under Section 200 and Section 754 to include definitions for Condominiums and Townhomes. Commissioner Kiesow seconded the motion and carried unanimously.

GRANVILLE COUNTY COMPREHENSIVE TRANSPORTATION PLAN
RESOLUTION INCLUDED IN SEPTEMBER 11, 2007 MEETING MINUTES

Commissioner Shope motioned to amend section Granville County Comprehensive Transportation Plan Adopted of meeting minutes of September 11, 2007 to include resolution adopting the Comprehensive Transportation Plan for Granville County. Commissioner Powell seconded the motion. The motion passed unanimously.

RESOLUTION ADOPTING A
COMPREHENSIVE TRANSPORTATION PLAN
FOR GRANVILLE COUNTY, NORTH CAROLINA

The following resolution was offered by Commissioner Quon Bridges, seconded by Commissioner Howard Herring and, upon being put to a vote, was carried unanimously on the 11th day of September, 2007.

WHEREAS, the City of Oxford, Town of Stovall, City of Creedmoor, Town of Butner, Town of Stem, Granville County, the Capital Area Metropolitan Planning Organization, the Kerr-Tar Rural Planning Organization, and the Transportation Planning Branch, North Carolina Department of Transportation, have actively worked to develop a Comprehensive Transportation Plan for the Granville County; and

WHEREAS, the City of Oxford and the Department of Transportation are directed by North Carolina General Statutes 136-66.2 to reach agreement for a transportation system that will serve present and anticipated volumes of traffic in and around the City of Oxford; and

WHEREAS, it is recognized that the proper movement of traffic within and through the City of Oxford is a highly desirable element of the comprehensive plan for the orderly growth and development of the City; and

WHEREAS, the City of Oxford is directed by North Carolina General Statutes 136-66.2 to have a qualifying land development plan that can be a policy statement that expresses a jurisdiction's vision for the development of land within that jurisdiction;

WHEREAS, it is recognized that the vision described in the 1999 City of Oxford Land Use/Zoning Plan is still valid for the areas within the City of Oxford's planning jurisdiction, and will serve as a qualifying land development plan;

WHEREAS, it is recognized that the Granville County Comprehensive Transportation Plan will replace the existing City of Oxford Thoroughfare Plan;

WHEREAS, after full study of the Comprehensive Transportation Plan and the supporting documents presented, the City of Oxford Board of Commissioners feel it to be in the best interests of the City of Oxford to adopt a plan pursuant to General Statutes 136-66.2;

NOW THEREFORE, BE IT RESOLVED: That the City of Oxford Board of Commissioners hereby adopt the portion of the Granville County Comprehensive Transportation Plan dated September 6, 2007, that is within its planning jurisdiction, and endorses the portion remaining throughout Granville County, outside the City's planning jurisdiction. This plan should be approved and adopted as a guide in the development of the transportation system in Granville County and the same is hereby recommended to the North Carolina Department of Transportation, the Capital Area Metropolitan Planning Organization and the Kerr-Tar Rural Planning Organization for subsequent adoption:

I, Alvin Woodlief, Jr., Mayor of the City of Oxford Board of Commissioners, City of Oxford, North Carolina, hereby certify that the above is a true and correct copy of the excerpts from the minutes of the City of Oxford Board of Commissioners meeting of said City. WITNESS my hand and the official seal of the City of Oxford this the 5th day of November, 2007.

NOTIFYING CITIZENS IN EVENT OF AN EMERGENCY DISCUSSED

Commissioner Wilkinson placed this item on the agenda.

Mayor Woodlief noted the City experienced a crisis several weeks ago when Henderson had a ruptured water line. He added he, Commissioners Williford and Powell saw a machine that could be programmed to dial every listed in Oxford for a cost of \$10,000. He also noted there is a program called Reserve 911.

City Manager Marrow noted Oxford had met with the City of Henderson to discuss what went well and did not. Vance County 911 had the ability to dial out 1000 numbers per minute; 44 minutes to contact 40,000 residents in the County. Vance County contracted with Code Red located in FL. He added the City looked at this during the budget process and decided to look at it further. Brian Short, EM Coordinator noted Reverse 911 is expensive and complicated process. City Manager Marrow noted \$10,000 would purchase 33000 minutes; \$20,000 will buy unlimited minutes. The system could be used to notify citizens of a law enforcement issue, Amber Alert, shelters, etc. It can be programmed remotely with Internet access.

Mayor Woodlief suggested considering this during the upcoming budget process. He asked if this falls under homeland security. City Manager Marrow and Chief John Wolford replied it does not. He asked if the Police Department could acquire any funding for this to which Chief Wolford replied none at this time. City Manager Marrow suggested the County and municipalities within the county contribute towards this equipment and added \$10,000 is a yearly fee.

Commissioner Williford stressed this is needed.

RESOLUTION APPROVED – CITY CLERK DIRECTED TO INVESTIGATE

ANNEXATION PETITION – STATE EMPLOYEES CREDIT UNION

Commissioner Herring motioned to adopt a resolution directing the City Clerk to investigate an annexation petition received for 16.8 acres located on Highway 158 adjacent to the Granville County Shrine Club as requested by the State Employees' Credit Union. Commissioner Williford seconded the motion. The motion passed unanimously.

RESOLUTION DIRECTING THE CLERK TO INVESTIGATE A PETITION RECEIVED UNDER G.S. 160A-58.1

FOR NON-CONTIGUOUS ANNEXATION OF 16.8 ACRES LOCATED ON HIGHWAY 158 ADJACENT TO THE GRANVILLE COUNTY SHRINE CLUB

WHEREAS, a petition requesting annexation of an area described in said petition was received on November 6, 2007 by the City of Oxford, Board of Commissioners; and

WHEREAS, G.S. 160A-58.2 provides that the sufficiency of the petition shall be investigated by the City Clerk before further annexation proceedings may take place; and

WHEREAS, the City of Oxford, Board of Commissioners deems it advisable to proceed in response to this request for annexation:

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

The City of Oxford Clerk is hereby directed to investigate the sufficiency of the above-described petition and to certify as soon as possible to the Board of Commissioner the result of her investigation.

Adopted the 13th day of November 2007.

BUDGET AMENDMENT APPROVED – VIPER RADIOS

Commissioner Herring motioned to approve a budget amendment in the amount of \$12,979.52 made payable from the General Fund to purchase eight (8) VIPER radios for the

Oxford Fire Department. The budget amendment should appropriate \$10,000.00 from the General Fund which is the \$10,000.00 paid by Granville County for the rental of the water tank and the remaining \$2,979.52 from the Fire Department's line item, 530-449 Radio Maintenance. Commissioner Williford seconded the motion. The motion carried unanimously.

BUDGET AMENDMENT

ACCT. NO.	DESCRIPTION	INCREASE	DECREASE
010399000	Approp. Fund Balance	\$12,979.52	
010530543	Fixed Assets < \$5,000	\$11,357.08	
010561543	Fixed Assets < \$5,000	\$1,622.44	

CONSENT AGENDA APPROVED

A. Meeting Minutes

Commissioner Shope motioned to approve meeting minutes of October 1, 9 & 29, 2007.

Commissioner Powell seconded the motion. The motion passed unanimously.

B. Tax Releases

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

NAME	AMOUNT	REASON
First Home Construction Co	\$137.97	House billed as completed, but is incomplete
Jukis Properties, Inc.	\$448.80	Gas pumps purchased in 2003 were replaced with new ones in 2005, old pumps not taken off, 2006
Jukis Properties, Inc.	\$382.36	Gas pumps purchased in 2003 were replaced with new ones in 2005, old pumps not taken off, 2007

ADJOURNMENT

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