



NORTH CAROLINA
GRANVILLE COUNTY
CITY OF OXFORD

Oxford City Hall – Commissioners’ Board Room
TUESDAY, JULY 14, 2009 – 7:00 P.M.

REGULAR MONTHLY MEETING OF THE OXFORD BOARD OF COMMISSIONERS

The Board of Commissioners met at the above-stated 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., Commissioner Paul Kiesow, Commissioner Steve Powell, Commissioner A. Chance Wilkinson, Commissioner Robert B. Williford, Sr., Commissioner Robert Shope, and Commissioner Walter Cantley.

Present also were City Manager Mark Donham, City Clerk Donna B. Hosch, and City Attorney Thomas Burnette.

CALL TO ORDER

Mayor Woodlief called the meeting to order. Prayer was given by Rev. Phillip Betts, City Chaplain. The Pledge of Allegiance followed.

MAYOR’S YARD OF THE MONTH

Mayor Woodlief stated that in the award winner’s community, all but one resident has won this award. This month’s award went to Robert and Rose Williams of 512 Sunset Avenue. The Mayor’s YOM sign will be placed in their yard and a picture of their yard will be published in the Oxford Ledger.

SPECIAL PRESENTATION BY MAYOR TO NELLIE McFARLAND

Mayor Woodlief called Nellie McFarland to stand with him, recognizing that Mrs. McFarland would be turning 100 years old at the end of the month. He stated she remains alert and continues to drive. Mrs. McFarland’s deceased husband spent many years involved in

education, the Oxford Volunteer Fire Department, and the Shrine Club. The Mayor presented Mrs. McFarland with an award declaring the 30th day of July 2009 as Nellie Gray McFarland Day in celebration and recognition of her 100th birthday and her many accomplishments to the City of Oxford.

Mrs. McFarland thanked the City and spoke of how she and her husband love Oxford and how they returned after being gone several years. Several of Mrs. McFarland's family members were in attendance with her.

SPECIAL PRESENTATION TO THE CITY BY CONSTANCE LUE

Mrs. Lue, commonly known as the Southern Tea Lady, presented the Mayor an old teapot stamped "Granville", made in England, in a Rosalynde pattern. In her research, Mrs. Lue found this pot came from the family line of the second Earl of Granville. After the second Earl of Granville's wife died, he immediately remarried Rosalynde, for whom the pattern was named. The pot is English, and Mrs. Lue has had it a long time. She thought it would be nice placed in the Executive Office at City Hall. Mrs. Lue stated she has lived in Oxford for three years and that she and her husband absolutely love it here.

RECOGNITION OF DONNA B. HOSCH AS CITY CLERK

Mayor Woodlief recognized that Donna B. Hosch, former Deputy Clerk for Oxford, was sworn in as City Clerk on July 1, 2009 by Magistrate Howard Herring, Jr. Also recognized was Tanya Weary as Assistant to the Manager and Downtown Development Director.

PUBLIC COMMENT

Ms. Virginia Clay of 125 Main Street addressed the Board. She is Chairman of the Historical Preservation Commission and stated that she was being proactive on an agenda item – removal of two pieces of property on College Street from the National Register.

Ms. Clay stated she did not want to see these properties removed from the Register. The property owner stated there was a desire to build a church on this property. There is nothing in the HPC guidelines that would prevent this construction. She stated the district boundary was not drawn by the local commission; it was drawn in 1988 by local citizens and others after extensive research.

In 2007/2008 a vision statement was drawn in response to survey wishes of the public. Greater than 90% of respondents wished recognition that implied preservation of historic structures in the residential and downtown areas. Ms. Clay stated that if a precedent is set undermining what the system is meant to do, the City would be ineffective in using the historic architecture to leverage economic development and preservation and improve economic viability downtown. Linda Sigmon, former Downtown Development Director, stated publicly that she supported downtown preservation.

Ms. Clay again stated that changing the boundaries would harm the momentum that has been created. The City should stick to its guns as to why the HPC was created, allow it to do its work, and support its decisions. This request to remove these properties from the Register was denied unanimously by the HPC.

The Mayor stated that this issue would be turned over to the Property Committee (Item V. C) on the Agenda) and that a public hearing would be called for at the August regular meeting.

PRESENTATION ON GRANVILLE GREENWAYS ADVISORY COUNCIL

Michael McFadden, Chairman of the Greenway Technical Coordinating Committee, stated his purpose: (1) to consider reappointing Commissioner Bob Shope to the GGAC for a three-year term; (2) to consider approving updates to the master plan to include Creedmoor's master plan; and (3) to consider approving the By-Laws and a Memorandum of Understanding for the GGAC.

Commissioner Kiesow asked must a member of this Board represent the City on the GGAC, questioned since Commissioner Shope has stated his intentions not to seek reelection and his intentions to move out of Oxford with the sale of his home. Mr. McFadden answered that the By-Laws require a member of this Board to be a member of the GGAC. After some discussion with the City Attorney, it was decided that Commissioner Shope could, at this point, be reappointed and then another Commissioner be appointed whenever Shope's seat was vacated.

MAYOR PRO TEM HERRING MADE A MOTION TO REAPPOINT COMMISSIONER SHOPE TO THE GGAC FOR A THREE YEAR TERM, TO APPROVE THE GGAC MASTER PLAN, AND TO APPROVE THE BY-LAWS AND MEMORANDUM OF UNDERSTANDING FOR THE GGAC. ALL VOTES WERE IN THE AFFIRMATIVE. THE MOTION CARRIED.

NEW TAXICAB SERVICE AS REQUESTED BY SAMUEL H. MCCOY

Mayor Woodlief stated this item has been moved for consideration to next months' regular meeting agenda.

**CONSIDER ADOPTING AN ANNEXATION ORDINANCE
FOR 117 AND 119 W. QUAILRIDGE ROAD**

MAYOR PRO TEM HERRING MADE A MOTION TO ADOPT THIS ANNEXATION ORDINANCE.
ALL VOTES WERE IN THE AFFIRMATIVE. THE MOTION CARRIED.

ORDINANCE NO. 09-07-01
ADOPTED: 07-14-09
EFFECTIVE: 10-1-09

**AN ORDINANCE TO EXTEND THE CORPORATE LIMITS
OF THE CITY OF OXFORD, NORTH CAROLINA
117 and 119 WEST QUAILRIDGE ROAD**

WHEREAS, the City of Oxford Board of Commissioners has been petitioned under G.S. 160A-31 to annex the area described below; and

WHEREAS, the City of Oxford Board of Commissioners has by resolution directed the City of Oxford City Clerk to investigate the sufficiency of the petition; and

WHEREAS, the City of Oxford City Clerk has certified the sufficiency of the petition and a public hearing on the question of this annexation was held at Oxford City Hall in the Commissioners' Board Room at 7:00 p.m. on June 9, 2009, after due notice by the Oxford Public Ledger on May 14, 2009 and May 21, 2009; and

WHEREAS, the City of Oxford Board of Commissioners finds that the petition meets the requirements of G.S. 160A-31;

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

Section 1. By virtue of the authority granted by G.S. 160A-31, the following described territory is hereby annexed and made a part of the City of Oxford as of October 1, 2009:

Beginning at an iron stake located in the southern edge of the right of way of Quailridge Road, said stake being the northeastern corner of the hereinafter described property and the northwestern corner of property heretofore conveyed to Genevieve A. Lister and husband Michael Lister by deed dated July 27, 1977 and recorded in the Granville County Registry, and running thence South 05°30' West 208.0 feet to an iron stake located in the property line of the now or formerly Thorndale Country Club property; thence with the property line of said Thorndale Country Club property North 84° 30' West 280.0 feet to an iron stake located in the property line of the now or formerly N.C. State property; thence North 05° 30' East 208.0 feet to an iron stake located in the southern edge of the right of way of Quailridge Road; thence with said right of way of Quailridge Road South 84° 30' East 280.0 feet to the Point and Place of Beginning and being Lots 1 and 2 Block A of Quailridge Estate, Section No. 2 as shown on plat of Survey entitled

"Map of Property of James I. Carey and W.G. Woltz, being a Re-Subdivision of Lots 1, 2, 3, 4 and 5, Block A, of Quailridge Estates, Section No. 2, Oxford Twsp, Granville Co., Oxford, NC" date November 1977, prepared by Johnnie C. Currin, Registered Land Surveyor.

Section 2. Upon and after October 1, 2009, the above described territory and its citizens and property shall be subject to all debts, laws, ordinances and regulations in force in the City of Oxford and shall be entitled to the same privileges and benefits as other parts of the City of Oxford. Said territory shall be subject to municipal taxes according to G.S. 160A-58.10.

Section 3. The Mayor of the City of Oxford shall cause to be recorded in the office of the Register of Deeds of Granville County, and in the office of the Secretary of State at Raleigh, North Carolina, an accurate map of the annexed territory, described in Section 1. above, together with a duly certified copy of this ordinance. Such a map shall also be delivered to the Granville County Board of Elections, as required by G.S. 163-288.1.

Section 4. Notice of adoption of this ordinance shall be published once, following the effective date of annexation, in a newspaper having general circulation in the City of Oxford.

Adopted this 14th day of July 2009.

**CONSIDER ACCEPTING A CERTIFICATE OF SUFFICIENCY BY THE CITY CLERK ON
A PETITION FOR ANNEXATION OF 1018 LEWIS STREET**

MAYOR PRO TEM HERRING MADE A MOTION TO ACCEPT THIS CERTIFICATE OF SUFFICIENCY. ALL VOTES WERE IN THE AFFIRMATIVE. THE MOTION CARRIED.

CERTIFICATE OF SUFFICIENCY

To the City of Oxford Board of Commissioners of the City of Oxford, North Carolina regarding 1018 Lewis Street:

I, Donna B. Hosch, City of Oxford City Clerk, do hereby certify that I have investigated the petition attached hereto and have found as a fact that said petition is signed by all owners of real property lying in the area described herein, in accordance with G.S. 160A-31.

In witness whereof, I have hereunto set my hand and affixed the seal of the City of Oxford, this 1st day of July 2009.

Donna B. Hosch, CMC

**CONSIDER ADOPTING A RESOLUTION FIXING THE DATE OF A PUBLIC HEARING
ON QUESTION OF ANNEXATION OF 1018 LEWIS STREET AT THE REGULAR
AUGUST BOARD MEETING**

MAYOR PRO TEM HERRING MADE A MOTION TO ADOPT THIS RESOLUTION. ALL VOTES WERE IN THE AFFIRMATIVE. THE MOTION CARRIED.

**RESOLUTION FIXING DATE OF PUBLIC HEARING ON QUESTION OF
ANNEXATION PURSUANT TO G.S. 160A-31
1018 LEWIS STREET, OXFORD, NC**

WHEREAS, a petition requesting annexation of the area described herein has been received; and

WHEREAS, the City of Oxford Board of Commissioners has by Resolution directed the City of Oxford City Clerk to investigate the sufficiency of the petition; and

WHEREAS, certification by the City of Oxford City Clerk as to the sufficiency of the petition has been made;

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

Section 1. A public hearing on the question of annexation of the area described herein will be held at City Hall, Commissioners' Board Room, at 7:00 p.m. on August 11, 2009.

Section 2. The area proposed for annexation is described as follows:
That certain lot or parcel of land lying and being situate in Fishing Creek Township, Granville County, North Carolina, and more particularly described as follows:

Beginning at a point located in the center line of U.S. Highway 15, said point being, in the northern margin of Cates; thence along the northern margin of Cates, N. 74° 31' 34" W. 50.10 feet to an iron pin set in the western margin of the 100-foot right of way of U.S. Highway 15 and continuing N. 74° 31' 34" W. 169.90 feet to an existing iron pin located in the line of now or formerly Watkins property; thence along the line of Watkins, N. 14° 47' 22" E. 119.81 feet to an existing iron pin; thence S. 75° 12' 50" E. 168.65 feet to an iron pin set in the western margin of the 100-foot right of way of U.S. Highway 15, and continuing S. 75° 12' 50" E. 50.09 feet to a point located in the center line of U. S. Highway 15; thence along the center line of U.S. Highway 15, S. 14° 12' 26" W. 122.46 feet to the point end place of beginning, containing 0.6100 acre by coordinate method.

Section 3. Notice of the public hearing shall be published in the Oxford Public Ledger, a newspaper having general circulation in the City of Oxford, at least ten (10) days prior to the date of the public hearing.

Al Woodlief, Jr., Mayor

**CONSIDER A RESOLUTION DIRECTING THE CITY CLERK TO INVESTIGATE
A PETITION FOR ANNEXATION OF 1016 LEWIS STREET
RECEIVED UNDER G.S. 160A-31**

COMMISSIONER WILKINSON MADE A MOTION TO ADOPT THIS RESOLUTION. ALL VOTES WERE IN THE AFFIRMATIVE. THE MOTION CARRIED.

**RESOLUTION DIRECTING THE CLERK TO INVESTIGATE A PETITION
RECEIVED UNDER G.S. 160A-31
1016 LEWIS STREET, OXFORD, NC.**

WHEREAS, a petition requesting annexation of an area described in said petition was received on June 12, 2009 by the Oxford Board of Commissioners; and

WHEREAS, G.S. 160A-31 provides that the sufficiency of the petition shall be investigated by the Oxford City Clerk before further annexation proceedings may take place; and

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

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

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

Al Woodlief, Jr., Mayor

CONSIDER CALLING FOR A PUBLIC HEARING AT THE AUGUST REGULAR MEETING TO ADDRESS AMENDING THE OXFORD ZONING ORDINANCE UNDER SECTIONS 301 AND 700 TO ALLOW HELIPORTS AS A SPECIAL USE PERMIT IN THE O-I AND R-A ZONING DISTRICTS

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

CONSIDER A BUDGET AMENDMENT IN THE AMOUNT OF \$9,350 TO COVER THE COST OF AN EMERGENCY REPAIR TO AN ALTITUDE VALVE ON THE HENRY STREET WATER TANK

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

BUDGET AMENDMENT

ACCT NO	DESCRIPTION	INCREASE	DECREASE
030812352	Equipment Repair and Mai	\$9,350.00	
030399000	Approp Fund Balance	\$9,350.00	

CONSIDER [CALLING FOR A PUBLIC HEARING] AMENDING THE HISTORIC DISTRICT MAP TO REMOVE TWO PROPERTIES ON NEW COLLEGE STREET FROM THE HPC DISTRICT

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

CONSIDER A REQUEST FOR A VARIANCE TO THE CITY DRIVEWAY POLICY

Mayor Woodlief stated this item will move for consideration to next months' regular meeting agenda.

CONSIDER [CALLING FOR A PUBLIC HEARING] ADOPTING THE OXFORD COMPREHENSIVE PLAN

COMMISSIONER WILKINSON MADE A MOTION TO CALL FOR THIS PUBLIC HEARING. ALL VOTES WERE IN THE AFFIRMATIVE. THE MOTION CARRIED.

CONSIDER WIDENING A PORTION OF PINE CONE DRIVE

Property Committee Chairman Williford stated that he has noticed it is too narrow for school buses to safely turn the corner at a section of the street. City Manager Donham stated Larry Thomas, City Engineer, has researched and found that repairs need to be made to the street. With this being such a problem and with there being funding left over from the street resurfacing program, there is money to address this corner. This money would come from the Powell Bill.

COMMISSIONER KIESOW MADE A MOTION TO APPROVE THIS STREET WIDENING. ALL VOTES WERE IN THE AFFIRMATIVE. THE MOTION CARRIED.

CONSIDER A QUOTE [AND BUDGET AMENDMENT] FROM H.G. REYNOLDS IN THE AMOUNT OF \$24,185 FOR A VALVE REPAIR AT THE WWTP

COMMISSIONER KIESOW MADE A MOTION TO APPROVE THIS BUDGET AMENDMENT.

Commissioner Cantley asked CE Thomas if the valve is under warranty. CE Thomas stated he was not certain the valve is under warranty and that it could be straight piped, if necessary. This cost is related to the expense to dig up the valve.

ALL VOTES WERE IN THE AFFIRMATIVE. THE MOTION CARRIED.

BUDGET AMENDMENT

ACCT NO	DESCRIPTION	INCREASE	DECREASE
030824352	Equip Rep and Maint	\$24,185.00	
030399000	Approp Fund Balance	\$24,185.00	

CONSIDER A REQUEST TO CLOSE WALL STREET FOR THE MIDSUMMER COMMUNITY FUN FEST

Mayor Woodlief stated this is the first year for this event, organized by Victoria Trotman.

MAYOR PRO TEM HERRING MADE A MOTION TO APPROVE THIS CLOSING.

Commissioner Powell clarified that he is familiar with Ms. Trotman. She is a community youth advocate and an event planner. She was co-host of the African American Festival.

ALL VOTES WERE IN THE AFFIRMATIVE. THE MOTION CARRIED.

CONSIDER A REQUEST TO CLOSE LITTLEJOHN STREET AND ADJACENT PARKING LOT FOR DOEDC-SPONSORED MOVIE NIGHT

COMMISSIONER KIESOW MADE A MOTION TO APPROVE THESE CLOSINGS. ALL VOTES WERE IN THE AFFIRMATIVE. THE MOTION CARRIED.

CONSIDER APPROVING THE ANNUAL DOWNTOWN SIDEWALK SALE

COMMISSIONER KIESOW MADE A MOTION TO APPROVE THIS SALE. ALL VOTES WERE IN THE AFFIRMATIVE. THE MOTION CARRIED.

CONSIDER REAPPOINTING JOHN SPLEES TO THE PLANNING BOARD

COMMISSIONER CANTLEY MADE A MOTION TO APPROVE THIS REAPPOINTMENT TO EXPIRE JUNE 2015. ALL VOTES WERE IN THE AFFIRMATIVE. THE MOTION CARRIED.

CONSIDER REAPPOINTING RAYMOND O'NEIL TO THE COMMUNITY APPEARANCE COMMISSION

COMMISSIONER KIESOW MADE A MOTION TO APPROVE THIS REAPPOINTMENT TO EXPIRE FEBRUARY 2012. ALL VOTES WERE IN THE AFFIRMATIVE. THE MOTION CARRIED.

CONSIDER REAPPOINTING JAMES B. INGRAM TO THE COMMUNITY APPEARANCE COMMISSION

COMMISSIONER WILKINSON MADE A MOTION TO APPROVE THIS REAPPOINTMENT TO EXPIRE FEBRUARY 2012. ALL VOTES WERE IN THE AFFIRMATIVE. THE MOTION CARRIED.

CONSIDER REAPPOINTING JOANN BRYAN TO THE COMMUNITY APPEARANCE COMMISSION

COMMISSIONER CANTLEY MADE A MOTION TO APPROVE THIS REAPPOINTMENT TO EXPIRE FEBRUARY 2012. ALL VOTES WERE IN THE AFFIRMATIVE. THE MOTION CARRIED.

**CONSIDER REAPPOINTING JUANITA ROGERS
TO THE COMMUNITY APPEARANCE COMMISSION**

COMMISSIONER POWELL MADE A MOTION TO APPROVE THIS REAPPOINTMENT TO EXPIRE FEBRUARY 2012. ALL VOTES WERE IN THE AFFIRMATIVE. THE MOTION CARRIED.

**CONSIDER APPLICATIONS TO FILL THREE VACANCIES ON
THE HISTORIC PRESERVATION COMMISSION**

The Mayor stated that applications to replace Maureen Taylor, David Wicker, and Preston Johnson have been received from Susan Wicker, J. Yancey Washington, and Elizabeth Watts. The terms of these individuals would expire in 2012.

MAYOR PRO TEM HERRING MADE A MOTION TO APPROVE THE APPOINTMENT OF THESE THREE INDIVIDUALS.

Commissioner Wilkinson requested to be excused from the vote since Mr. Washington works for his law office.

ALL REMAINING VOTES WERE IN THE AFFIRMATIVE. THE MOTION CARRIED.

CONSENT AGENDA

COMMISSIONER KIESOW MADE A MOTION TO APPROVE THE AGENDA SESSION MINUTES OF JUNE 1, 2009, REGULAR SESSION MINUTES OF JUNE 9, 2009, AND SPECIAL SESSION MINUTES OF JUNE 17, 2009. ALL VOTES WERE IN THE AFFIRMATIVE. THE MOTION CARRIED.

Finance Officer Stephen McNally supplied the Board with a copy of the June 2009 financial report that included General Fund actual revenues of \$507,021 actual expenses of \$589,763; Water Fund actual revenues of \$336,836 and actual expenses of \$366,100 and Other actual revenues of \$261,544 and actual expenses of \$128,802. The subtotals to date are General Fund actual revenues of \$7,230,659 and actual expenses of \$7,419,063; Water Fund actual revenues of \$3,834,753 and actual expenses of \$3,757,110; Other actual revenues of \$3,366,872 and actual expenses of \$3,150,154. Mayor Woodlief noted that if there were not any questions concerning the report, Finance Officer McNally would be in his office the next day for any questions.

MAYOR PRO TEM HERRING MADE A MOTION TO APPROVE THE MONTHLY FINANCIAL REPORT. ALL VOTES WERE IN THE AFFIRMATIVE. THE MOTION CARRIED.

ADJOURNMENT

There being no further business, COMMISSIONER WILLIFORD MADE A MOTION TO ADJOURN. ALL VOTES WERE IN THE AFFIRMATIVE. THE MOTION CARRIED.