

**TUESDAY, JUNE 11, 2019 – 7:00 P.M.**  
**REGULAR MEETING OF THE OXFORD BOARD OF COMMISSIONERS**  
**OXFORD CITY HALL – COMMISSIONERS’ BOARD ROOM**

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

Present: Mayor Jackie Sergent, MPT Calvin (C.J.) Harris, Jr., Commissioners James (Danny) Currin, Frank Strickland, S Quon Bridges, Ron Bullock, Al Woodlief, and Patricia Fields. Also present were City Manager M. Alan Thornton, City Attorney J. Thomas Burnette, and City Clerk Cynthia Bowen.

**CALL TO ORDER**

Mayor Sergent called the meeting to order at approximately 7:00 PM.

Reverend Chris Aho with Oxford Baptist Church gave the prayer; the Pledge to the flag followed, led by Commissioner Woodlief.

**ADJUSTMENTS TO AND APPROVAL OF THE AGENDA**

COMMISSIONER WOODLIEF MADE A MOTION TO APPROVE THE AGENDA AS PRESENTED INCLUDING THE FOLLOWING ADD ON ITEMS:

- ❖ ADD-ON ITEM 6A - ADOPT THE RESOLUTION NAMING THE CENTER STAGE AT THE HOT SAUCE CONTEST THE JULIA STOVALL OVERTON CENTER STAGE.
- ❖ ADD-ON ITEM 15 - BUDGET AMENDMENT FOR THE UDO (UNIFIED DEVELOPMENT ORDINANCE) PROJECT.
- ❖ ADD – ON ITEM 16 - CITY-OWNED, SIGNALIZED LIGHT REMOVAL
- ❖ ADD A CLOSED SESSION – PURSUANT TO NC GENERAL STATUTE 143-318.11. (6) TO CONSIDER THE QUALIFICATIONS, COMPETENCE, PERFORMANCE, CHARACTER, FITNESS, CONDITIONS OF APPOINTMENT, OR CONDITIONS OF INITIAL EMPLOYMENT OF AN INDIVIDUAL PUBLIC OFFICER OR EMPLOYEE..

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

**OPENING REMARKS BY MAYOR SERGENT**

Mayor Sergent read the opening remarks statement as stated on the agenda with no conflicts of interest noted.

**DELEGATIONS**

June Yard of the Month – Keith & Lynn Cox – 219 Hillcrest Drive – Mr. & Mrs. Cox were not in attendance.

The presentation from the Oxford Women’s Club to the DOEDC was delayed until the July 9<sup>th</sup> meeting.

Mayor Sergent read the following resolution:

**JOINT RESOLUTION**  
**BETWEEN THE CITY OF OXFORD**  
**AND THE DOWNTOWN OXFORD ECONOMIC DEVELOPMENT CORPORATION**

**WHEREAS**, the City of Oxford has become known as the home of the North Carolina Hot Sauce Contest and hosts said event every year on the second Saturday of September; and

**WHEREAS**, the North Carolina Legislature has acknowledged the contribution of the City of Oxford in designating the second Saturday of September as North Carolina Hot Sauce Day in Section 103-12 of the North Carolina General Statutes; and

**WHEREAS**, in 2006 Julia Stovall Overton began the very first Hot Sauce tasting and contest in collaboration with Bailey Farms, the largest pepper producer and distributor on the eastern seaboard, located in Granville County; and

**WHEREAS**, Julia Stovall Overton worked each year to continue the contest and celebration of Hot Sauce which started at her store at the corner of Main Street in Oxford in partnership with the Downtown Oxford Economic Development Corporation (“DOEDC”); and

**WHEREAS**, now the event attracts thousands of visitors to the City of Oxford on the second Saturday of September to take part in the Hot Sauce Contest, pepper eating contest, music, food, drink, crafts and games; and

**WHEREAS**, the City of Oxford and the DOEDC desire to recognize the tremendous contribution made by Julia Stovall Overton to the economy of the City and its annual celebration of all things hot and spicy.

**BE IT THEREFORE RESOLVED**, that the City of Oxford and the DOEDC in gratitude and appreciation to Julia Stovall Overton, hereby designate and name the Center Stage of the annual Hot Sauce Contest held on the second Saturday of September in downtown Oxford as the “Julia Stovall Overton Center Stage” beginning with the event in 2019 and thereafter.

This the 11<sup>th</sup> day of June 2019

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Jacqueline vdH Sergent  
Mayor, City of Oxford

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Lori A. Dutra  
President, DOEDC

**A RESOLUTION NAMING THE CENTER STAGE AT THE ANNUAL NC HOT SAUCE CONTEST ADOPTED.**

No Discussion.

COMMISSIONER CURRIN MADE A MOTION TO ADOPT THE RESOLUTION NAMING THE CENTER STAGE AT THE NC HOT SAUCE FESTIVAL THE JULIA STOVALL OVERTON CENTER STAGE. ALL VOTES WERE IN THE AFFIRMATIVE. **THE MOTION CARRIED.**

**PUBLIC COMMENT**

**Larry Thomas – 207 E. Front Street** – Mr. Thomas inquired on the status of the engineering RFQ’s and requested that a tree be planted back where two were taken down.

**Eddie McCoy – 408 Kingsbury Street** – Mr. McCoy spoke regarding Raleigh Street and the neglected properties on that street.

**PUBLIC HEARING - FY 2019-2020 BUDGET**

City Manager Thornton presented the FY 2019-2020 Budget on May 14, 2019. A public hearing is required pursuant to N.C.G.S. § 159-12.

Mayor Sergent declared the public hearing open.

**Larry Thomas – 207 E. Front Street** – Mr. Thomas, stated that there were several things he would like to see added to the budget. Items such as art in the downtown area, bike racks charging stations for electric cars. Mr. Thomas also stated that he is concerned about the debt service for the City.

Commissioner Bridges asked who would fund the car charging stations, City Manager Thornton replied that the City would fund those stations unless there is a grant available.

No one else wished to speak.

Mayor Sergent declared the public hearing closed.

**PUBLIC HEARING – AMENDING THE ZONING ORDINANCE UNDER SECTIONS 302.1 & 720 TO CONVERT AN EXISTING SINGLE-FAMILY DWELLING UNIT AND ADOPTING THE CONSISTENCY STATEMENT.**

Mayor Sergent declared the public hearing open.

Lynwood Roberts – he would like to turn the house on Piedmont Ave into a duplex.

Mayor Sergent declared the public hearing closed.

**FY 2019-2020 VOTE ON THE BUDGET ORDINANCE SUSPENDED UNTIL AFTER THE CLOSED SESSION.**

COMMISSIONER HARRIS MADE A MOTION TO SUSPEND THE VOTE ON THE BUDGET UNTIL AFTER THE CLOSED SESSION EITHER IMMEDIATELY AFTER OR AT A LATER DATE. AFTER MUCH DISCUSSION, INCLUDING A RESPONSE FROM THE CITY MANAGER ON THE CITY'S DEBT SERVICE, COMMISSIONERS STRICKLAND, HARRIS, BRIDGES, FIELDS, BULLOCK, AND WOODLIEF VOTED IN THE AFFIRMATIVE; COMMISSIONER CURRIN VOTED IN THE NEGATIVE. **THE MOTION CARRIED.**

**THE ZONING ORDINANCE UNDER SECTIONS 302.1 & 720 TO CONVERT AN EXISTING SINGLE-FAMILY DWELLING INTO A TWO-FAMILY DWELLING UNIT ADOPTED AND THE CONSISTENCY STATEMENT APPROVED.**

No discussion.

COMMISSIONER STRICKLAND MADE A MOTION TO ADOPT THE ZONING ORDINANCE CHANGE AND APPROVE THE CONSISTENCY STATEMENT. ALL VOTES WERE IN THE AFFIRMATIVE. **THE MOTION CARRIED.**

**PUBLIC HEARING TO BE HELD JULY 9, 2019 TO RECEIVE CITIZEN INPUT TO AMEND THE ZONING ORDINANCE TO AMEND THE TABLE OF PERMITTED USES TO ALLOW A CRAFT DISTILLERY IN THE B-2 ZONING DISTRICT.**

Commissioner Bridges made a comment that having the distillery, having Oxford's name on the bottles and getting the grains locally is a win-win for everyone.

COMMISSIONER CURRIN MADE A MOTION TO HOLD A PUBLIC HEARING AT THE JULY 9<sup>TH</sup> REGULAR BOARD MEETING. ALL VOTES WERE IN THE AFFIRMATIVE. **THE MOTION CARRIED.**

**APPROVED CONTRACTING WITH STEPHEN F. AUSTIN FOR ADMINISTRATIVE SERVICES FOR THE 2019 COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM (NEIGHBORHOOD REVITALIZATION PROJECT).**

No discussion.

COMMISSIONER BULLOCK MADE A MOTION TO APPROVE CONTRACTING WITH STEPHEN F. AUSTIN FOR ADMINISTRATIVE SERVICE FOR THE 2019 CDBG PROGRAM. ALL VOTES WERE IN THE AFFIRMATIVE. **THE MOTION CARRIED.**

**BUDGET AMENDMENT FOR WWTP WEST LAGOON REHAB APPROVED.**

Commissioner Bridges asked why it was being carried into the next year. City Manager Thornton explained that the work had been delayed due to the wet weather.

COMMISSIONER BULLOCK MADE A MOTION TO APPROVE THE BUDGET AMENDMENT FOR THE WWTP LAGOON REHAB. ALL VOTES WERE IN THE AFFIRMATIVE. **THE MOTION CARRIED.**

**BUDGET AMENDMENT FOR THE ORPHAN LANDFILL APPROVED.**

No Discussion.

COMMISSIONER FIELDS MADE A MOTION TO APPROVE THE BUDGET AMENDMENT FOR THE ORPHAN LANDFILL. ALL VOTES WERE IN THE AFFIRMATIVE. **THE MOTION CARRIED.**

**BUDGET AMENDMENT FOR THE UDO PROJECT APPROVED**

No Discussion.

COMMISSIONER STRICKLAND MADE A MOTION TO APPROVE THE BUDGET AMENDMENT FOR THE UDO PROJECT. ALL VOTES WERE IN THE AFFIRMATIVE. **THE MOTION CARRIED.**

**CITY-OWNED, SIGNALIZED LIGHT APPARATUS AT THE INTERSECTION OF NEW COLLEGE AND MCCLANAHAN STREETS TO BE REMOVED AND STOP SIGNS TO BE ADDED TO BE TURNED INTO A FOUR WAY STOP.**

No Discussion.

COMMISSIONER WOODLIEF MADE A MOTION TO REMOVE THE STOPLIGHT AND ADD STOP SIGNS AT THE INTERSECTION OF NEW COLLEGE AND MCCLANANHAN STRRET TO MAKE THAT INTERSECTION A FOUR WAY STOP. ALL VOTES WERE IN THE AFFIRMATIVE. **THE MOTION CARRIED.**

**CONSENT AGENDA APPROVED**

Approved the May 2019 Financial report.

Approved the following meeting minutes:

- \*May 6 - Agenda Session
- \*May 14 - Regular Session

COMMISSIONER WOODLIEF MADE A MOTION TO APPROVE THE CONSENT AGENDA. ALL VOTES WERE IN THE AFFIRMATIVE. **THE MOTION CARRIED.**

**BOARD COMMENTS**

Commissioner Woodlief – thanked the Public Works Department for getting some issues taken care of that were requested by the Board.

Commissioner Strickland - read the following statement from the City of Oxford Planning Committee:

*The Planning Business & Community Development Committee met on June 11<sup>th</sup> to review the process for scheduling public hearings for text amendments. The current process takes over 45 days before the public hearing is held.*

*The Planning Business & Community Development recommended shortening the process for holding public hearings for text amendments by posting the legal notice immediately after the Planning Board meeting as opposed to waiting for the City Commissioners to call for a Public Hearing and then advertising the Public Hearing for the following Board meeting.*

*The City of Oxford's Code of Ordinances allows the Public Hearing to be advertised without Action of the Board.*

City Manager Thornton – called the Boards attention to his managers' report and informed them that due to the tragedy at Virginia Beach, the staff is forming a committee to take a look at safety issues and what we can do to prevent incidents like that from occurring here. Staff will be taking a look at internal policies, anything that will make City owned facilities safer for staff and the public.

Manager Thornton also stated that our thoughts and prayers are with the staff and citizens of Virginia Beach.

#### **ADJOURNMENT INTO CLOSED SESSION**

WITH THERE BEING NO FURTHER BUSINESS, COMMISSIONER WOODLIEF MADE A MOTION TO ADJOURN THE REGULAR BOARD MEETING AND ENTER INTO CLOSED SESSION AT 8:20 PM. ALL VOTES WERE IN THE AFFIRMATIVE. **THE MOTION CARRIED.**

#### **ADJOURNMENT INTO OPEN SESSION**

Commissioner Fields made a motion to offer City Manager Thornton a 5% pay increase for this year, and a 5% increase for FY 2020-2021 and a three year contract.

Commissioner Currin stated that his proposal was a 10% pay increase this year, as he is not where he should be according to what the City Manager's in other towns close by and smaller in size.

Commissioner Woodlief stated he was also in favor of the 10% pay increase.

Commissioner Strickland also was in favor of the 10%.

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

#### **FY 2019-2020 BUDGET APPROVED**

COMMISSIONER HARRIS MADE A MOTION TO APPROVE THE FY 2019-2020 BUDGET. ALL VOTES WERE IN THE AFFIRMATIVE. **THE MOTION CARRIED.**

City Manager Thornton thanked the board for their support and hopes to give the City of Oxford a sense of stability.

WITH THERE BEING NO FURTHER BUSINESS, COMMISSIONER HARRIS MADE A MOTION TO ADJOURN AT 9:25.

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Cynthia Bowen, City Clerk

ATTEST:

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Jacqueline vdH Sergent, Mayor