

**OXFORD MAYOR AND COUNCIL
REGULAR MEETING
MONDAY, JANUARY 9, 2017 – 7:00 P.M.
CITY HALL
A G E N D A**

1. Call to Order, Mayor Jerry D. Roseberry
2. Invocation
3. Pledge of Allegiance
4. Organizational Meeting – The Honorable Steven A. Hathorn, Judge, presiding
 - a. Oath of office for Mayor and councilmembers continuing to serve
 - i. Mayor Jerry Roseberry
 - ii. Sarah Davis – Post 1
 - iii. George Holt – Post 2
 - iv. Michael Ready – Post 3
 - v. David Eady – Post 4
 - vi. Jim Windham – Post 5
 - vii. Melvin Baker – Post 6
5. Motion to accept the Agenda for the January 9, 2017 Mayor and Council Regular Meeting
6. **Honorary Councilmember of the Month** – Councilmember Holt has appointed Lisa Dorward as the honorary councilmember of the month for February.
7. * Motion to approve the Minutes of the Regular Meeting of December 5, 2016.
8. * Motion to approve the Minutes of the Work Session December 19, 2016.
9. * Motion to accept the Minutes of the Planning Commission for October 11, 2016
10. Planning Commission Recommendations/Petitions.
11. Citizen Concerns
12. Mayor's Report – Appointment of special committees.
13. **Planning Commission** – Penny England and Shawn Gaither are at the end of their three year terms on the Planning Commission. Penny England is willing to be reappointed to another three year term.

14. Appointments by Mayor and Council

- a. City Attorney – David Strickland
- b. Municipal Court Judge – Steven A. Hathorn
- c. Municipal Court Solicitor – Qader Baig
- d. City Clerk/Treasurer – Lauran S. Willis
- e. Police Chief – W. David Harvey

15. **101 Longstreet Circle** – We will report on the bids received for the sale of this lot. The bids were due at 5 PM, Wednesday, January 18th.

16. * **Electric System Upgrade** - As part of ongoing upgrades to our electric system we will replace the 50+ years old poles on Wesley from George Street to West Richardson and along West Richardson to Emory.

17. ***Finance Request** – We have the following transactions we are requesting authorization from Mayor and Council.

1. **General Operating Account/Georgia Fund 1** - A request to authorize City Clerk Lauran Willis to transfer \$600,000 from the General Fund Operating Account and deposit it into the Georgia Fund 1 Account. The internal control will be to move \$300,000 from the Electric cash fund and \$300,000 from the Water cash fund.

2. **2011 SPLOST** - A request to authorize City Clerk Lauran Willis to transfer \$150,000 from the 2011 SPLOST checking and move it to the Capital Project Fund cash as reimbursement for the loan to 2011 SPLOST for the Emory Street Water Project. This will leave a balance of \$20,000 owed to Capital from the 2011 SPLOST.

3. **Off-System Safety Program** - A resolution requesting an amendment to the FY2017 Capital Budget for the 2016 Local Maintenance & Improvement Grant for the Off-System Safety Program in the amount of \$50,662.70. This is to cover the expenditures for the thermoplastic stop bars and raised brick paver crosswalks. We have received the check from GDOT for the approved \$30,000. The cities match portion will be \$35,463.89.

18. Invoice Approval

19. Executive Session – Real Estate / Personnel.

20. Adjourn

ANNOUNCEMENTS

- The City Council work session will be Monday, January 23rd at 6 PM.
- 2017 is an election year. The election is in November for the Councilmembers for Posts 4, 5, and 6. Qualifying is Monday, August 21st through Friday, August 25th. Even though the election is eleven months away, the first legal ad will appear in the newspaper in January.

INVOICES OVER \$1,000.00

VENDOR	DESCRIPTION	AMOUNT
MONTHLY		
AT & T	Phone services from 9/29 – 10/28	1,314.53
City Oxford Utilities	City Hall/Maintenance Facility/Old Church/Pump Station on Richardson Utilities for (Nov)	1,325.14
City Oxford Utilities	City Hall/Maintenance Facility/Old Church/Pump Station on Richardson Utilities for (Dec)	1,015.73
GMEBS Retirement	Employee Retirement Fund DB Plan (January)	6,527.91
Humana	Health Insurance (January)	7,004.70
Latham Home Sanitation Co. Inc.	Monthly curbside service for November	5,636.10
Newton County BOC	Water Purchase Cornish Creek Water Fund for Nov	16,535.00
Newton County W & S Authority	Land application + Plant Operation & MAINT (Sewer) 10/28/2016 – 11/29/2016	5,770.83
Newton County W & S Authority	Land application + Plant Operation & MAINT (Sewer) 11/29/2016 – 12/29/2016	5,770.83
Sophicity	IT in a Box (January)	1,752.60
Southeastern Power Administration	SEPA energy cost (November)	3,257.92
PURCHASES/CONTRACT LABOR		
Anixter	S & M- Reel of Triplex and 2 spot lights Electric Dept	1,542.00
Apollo Staffing	Temp Services for 3 men - week ending 10/23	1,515.08
Apollo Staffing	Temp Services for 2 men – week ending 11/13	1,045.00
Consolidated Copier Services	Annual Contract plus overage on color impression	1,252.15
McNair, McLemore, Middlebrooks	Annual-Pre-Audit Recording Financial - (November)	2,289.50
M. Qader A. Baig & Associates	Legal/Professional Services/Court Solicitor Oct-Dec	1,200.00
Oxford Historical Cemetery	Sale of 4 grave lots	2,000.00
David Strickland	Professional Services for September	4,436.02
David Strickland	Professional Services for December	2,156.02
David Strickland	Professional Services for January	2,972.02
Georgia Municipal Association	Annual 2017 Worker's Compensation Insurance Fund	15,369.00
Georgia Municipal Association	Annual 1/1/2017 – 12/31/2017 Cable and Telecommunication Management Services	1,175.40
Jordan Engineering	Asbury Park project October monthly report/Sewer design plans/erosion control plans/easement exhibits.	3,642.50
Mobile Communications	PD Equipment Installation for New Vehicle (approved with FY2017 Capital Budget)	9,868.74
Mobile Communications	Light Bar Installation & Repairs on Police Vehicles	5,700.00
Social Circle Ace Hardware	Aluminized Driveway pipes 4 (Culvert Pipes 18x20)	1,163.81
Steven A. Hathorn	Legal/Professional Services/Judge Oct-Dec	1,250.00
Taser International	Police Department Supplies & Materials	1,354.69
Utility Service Co. Inc.	Quarterly Tank Maintenance Jan – March 2017	2,715.32
Woco Pep Oil, Inc.	Fuel from October	2599.49
APPROVED CONTRACTS		
ACE Kimble Services, Inc.	Demolition & Asbestos Abatement of 1002 Emory St.	13,750.00

Cappstone Energy Group, LLC	GPS Inventory Project/Joint Use Pole Attachment Audit	7,500.00
Church Street Services, LLC	Kay Lee, Oxford Special Projects (November)	1,213.20
Harris Local Government	Online Utility Portal/Acct +Hosting Fees	1,350.00
Jordan Engineering	Sewer Extension Plans/Sewer route to new outfall (Sept)	2,845.00
Mary Ellen Williams	Sidewalk Easement Project	1,045.00
Scott Harpe & James Smith	Sidewalk Easement Project	1,185.00
Sumner/Meeker, LLC	East Clark Property November	1,455.00
Sumner/Meeker, LLC	East Clark Property December	1,305.00