

**OXFORD MAYOR AND COUNCIL
REGULAR MEETING
MONDAY, MAY 3, 2021 – 7:00 P.M.
CITY HALL (VIA TELECONFERENCE)
A G E N D A**

1. Call to Order, Mayor David S. Eady
2. Invocation.
3. Motion to accept the Agenda for the May 3, 2021 Mayor and Council Regular Meeting.
4. **CONSENT AGENDA**
 - a. * Minutes of the Regular Session April 5, 2021.
 - b. * Minutes of the Work Session April 19, 2021.
 - c. * Minutes of the Trees, Parks and Recreation Board March 16, 2021.
 - d. * Minutes of the Downtown Development Authority March 23, 2021.
5. Planning Commission Recommendations/Petitions.
6. Citizen Concerns.
7. **COVID-19 Community Update** – Council will discuss any city business related to the Coronavirus pandemic.
8. **Report on Spring Festival** – Staff will provide a report on the Spring Festival event held on the city greenspace on April 29th and 30th and May 1st.
9. ***Downtown Development Authority Greenspace Proposal** – Council will decide whether to approve the DDA’s final proposal for the style and design for interim capital improvements on the city greenspace.
10. ***Resolution for the Community Development Block Grant Application** – Council must approve a resolution to submit the application for the Community Development Block Grant for the city’s proposed water main improvement project. We have attached the resolution.
11. **Little Library** – Council will decide whether to install a second little library at Asbury Street Park.
12. ***Longstreet Circle Paving Project** – The FY2021 Capital Budget includes \$125,000 for a project to mill and resurface the Longstreet Circle subdivision. We recommend that the Mayor and Council award the bid to Garrett Paving Company for \$181,524.40. We have attached a copy of the City Engineer’s recommendation and bid summary.

13. ***Electric System Improvements** – The FY2021 Capital Budget includes \$100,000 for a project to replace equipment, wires, and switches on E. Soule Street, Green Street, E. Bonnell Street, Hillcrest Drive, E. Wade Street, the line behind Mainstay Academy, and the line behind 702 Emory Street. This will include replacing some of the poles with rotten tops. We recommend that the Council award the contract to Marable-Pirkle, Inc. for \$79,200 to complete the work and to Gresco for \$55,224.20 for the materials. We have attached copies of the bids to complete the work and for the materials.
14. ***Invoices** – Council will review the city’s recently paid invoices over \$1,000.
15. **Executive Session.**
16. Adjourn.



**DRAFT MINUTES OF THE OXFORD MAYOR AND COUNCIL MEETING
REGULAR SESSION
MONDAY, APRIL 5, 2021 – 7:00 PM
Via Teleconference
DRAFT**

ELECTED OFFICIALS PRESENT:

David Eady – Mayor
George Holt – Councilmember
James Windham – Councilmember
Jeff Wearing – Councilmember
Laura McCanless – Councilmember
Avis Williams – Councilmember
Lynn Bohanan – Councilmember

APPOINTED/STAFF PRESENT:

Matt Pepper – City Manager
Marcia Brooks – City Clerk/Treasurer
Dave Harvey – Chief of Police
C. David Strickland – City Attorney

OTHERS PRESENT: Art Vinson, Laura Gafnea (Oxford College), Michael McQuaide, Dr. Lakliesha Izzard, Barbara Cole, Sarah Davis (Covington News)

1. The meeting was called to order by the Hon. David Eady, Mayor.
2. Invocation – Rev. Dr. Avis Williams.
3. **A motion was made by George Holt to accept the Agenda for April 5, 2021. James Windham seconded the motion. The motion was approved unanimously (7/0).**
(Attachment A)
4. **A motion was made by George Holt to accept the Consent Agenda for April 5, 2021. James Windham seconded the motion. The motion was approved unanimously (7/0).**
(Attachment B)
5. **Planning Commission Recommendations/Petitions**
None.

Mayor Eady shared that Jon Calabria has completed a draft assessment of water quality for Dried Indian Creek based on field visits and sample analysis at several points along the corridor. He is currently doing a geomorphic assessment and conducting short-term water level logging.

Laura McCanless added that she has collected some stories from individuals telling their personal experiences with the creek. She asked meeting attendees to forward any stories

they have to her, and they will be included in the Georgia Outdoor Stewardship Program (GOSP) grant application for restoration of the corridor.

Mayor Eady also provided an update on the block grant the City of Oxford is applying for. Staff are currently collecting letters and surveys from residents that live along Oxford Road in the area planned for water main replacement under this grant. The Newton County Water & Sewerage Authority and the Newton County Fire Marshal's Office have provided letters of support. Carter & Sloope is revising the initial Preliminary Engineering Report. They walked the target area with Jody Reid last week and performed some flow tests. The application is due June 4th.

Mayor Eady announced that Jody Reid and Scottie Croy have recently completed a city street assessment. They used a set of defined criteria to evaluate the streets in the City of Oxford and give them an objective rating regarding their condition and use the results for developing a schedule for repairs and maintenance. The system they are using is called PASER (Pavement Surface Evaluation and Rating System). They provided the ratings to Robert Jordan, who entered the information in the PASER system to come up with recommendations.

James Windham asked if Mayor Eady could describe the criteria. Mayor Eady stated that it looks at surface deformations, cracks, potholes and patches. The information about the criteria can be shared with the City Council.

George Holt asked for details on the terms of the contract with Robert Jordan to perform these services. Mayor Eady stated that as the City's engineer Robert Jordan provides the City with engineering estimates each year for items to put in the Capital Budget. This estimate is similar. Mr. Holt stated that since this work requires a contract, we should know what is being contracted for, and we should have an idea of what we will be getting for our money. He wants to ensure that contracts are not being entered into without the knowledge of the City Council.

Mayor Eady stated that this issue can be discussed further at the City Council's April Work Session. He noted a distinction between ongoing engineering work Mr. Jordan performs for the City, as opposed to engineering for bigger projects, for which he is required to provide a separate estimate.

6. **Citizen Concerns**

Art Vinson requested an update on the status of research on I-20 noise abatement efforts. Matt Pepper advised that he has asked for information from the Georgia Department of Transportation (GDOT) as to whether any assessments have been done or can be done but has not heard back from them. He will follow up with them.

Barbara Cole requested permission to place a second Little Library at Asbury Street Park. She advised that she and her husband are replacing books in the existing one almost daily. She would like to put another one there using a schoolhouse theme and separate children's books from adult books. Mayor Eady advised the City Council can discuss this proposal at the April City Council Work Session. He thanked Ms. Cole for being so diligent in checking the existing one and willing to install another one.

James Windham recommended leveraging the small things the City is doing such as noise abatement in the applications for grants to undergird what the City is striving for. He also commended the Trees, Parks and Recreation Board for eliminating the ginkgo trees in Asbury Street Park in favor of native trees that will better support wildlife.

7. **COVID-19 Update**

Marcia Brooks described the funding that is forthcoming from the American Rescue Plan Act. Based on current estimates, the City of Oxford is expected to receive over \$700,000 in two payments, one this year and one in 2022.

Matt Pepper added that the money can be used to create programs for rental and/or utility assistance, to recover revenue lost as a result of the pandemic, as an opportunity to boost salaries of first responders and healthcare personnel for work performed during the pandemic, or for water, sewer and broadband projects. The City is awaiting specific instructions from the U.S. Department of Treasury regarding specifically how the funds can be used.

Mayor Eady stated that the City has offered to host a mobile vaccination clinic for Piedmont Newton Hospital and/or the Gwinnett/Newton/Rockdale Health Department. Art Vinson suggested that perhaps a clinic could be held at the same time the farmers market is going on at the green.

8. **Yard Sale Request from Oxford Lions Club**

Mayor Eady stated that the Oxford Lions Club has had an annual community yard sale on the green each year until last year when it was cancelled due to the pandemic. They would like to have it this year on May 1 from 7:00 a.m to 2 p.m. There will likely be vendors for the farmers market on the green at the same time but there should be ample room for both events to run concurrently. Mayor Eady's initial thought was to approve the request provided the Lion's Club adheres to the City's mask mandate for City properties, ensures that individual vendors are separated adequately, and appropriate precautions are taken.

George Holt asked if social distancing is required on City property. Mayor Eady stated that masks are required on City property and social distancing is practiced, so his thought is approval of this request is conditioned on their observance of these requirements. The vendors would need to wear masks and they would need to display signs for their patrons. The City has some signs like those at Asbury Street Park that can be posted. He does not expect the City to "police" the event since it is on a Saturday. Distancing requirements are not included in the City's mandate for masks, but the City has a policy of practicing social distancing.

Laura McCanless asked if the signs are weather-proof. She suggested farmers market vendors might can display the requirements with their permits under their tents.

Avis Williams made a motion to approve the Oxford Lions Club's request. Jeff Wearing seconded the motion. The motion was approved unanimously (7/0).

9. **City Sidewalk Project** (Attachment C)

The FY2021 Capital Budget includes \$800,000 for a project to extend the sidewalk on Emory Street from Soule Street to the northern city limits. The City Council has recently discussed modifying the parameters of the project as it was determined that extending the sidewalk all the way to the northern city limits is not a priority for the City. The amended plan is to extend the sidewalk from E. Soule Street to E. Richardson Street on the East side of Emory Street/SR 81, and W. Soule Street W. Watson Street on the West side of Emory Street/SR 81 for access to Asbury Street Park. A mid-block crossing on Emory Street /SR 81 would be included in the project as well as pedestrian lighting. A concept study for this project has been completed by Keck & Wood. Keck & Wood has provided a cost proposal of \$91,000 to prepare the engineering plans, bid documents, and contract. They would also take care of any GDOT permitting needed.

Art Vinson asked if there were competitive bids for the work proposed. Mayor Eady advised the construction work will be put out for bids, but not the engineering and design work. Mr. Vinson expressed concern that the cost is excessive considering the work proposed of telling the City where the sidewalk should go.

Mayor Eady stated that the work is much more involved than that. Keck & Wood already prepared a concept study, and this proposal is for detailed design and engineering. There is earth movement and culvert construction involved along with other measures to be incorporated into the design. The proposed work has been discussed in one or two work sessions.

George Holt pointed out that the engineering work was put out for bids when engineering services were procured for the Emory Street sidewalk. At the time Keck & Wood was the most competitive bid. Mayor Eady added that they are also very experienced in dealing with GDOT permitting and requirements.

Laura McCanless made a motion to accept the proposal from Keck & Wood. James Windham seconded the motion. The motion was approved unanimously (7/0).

Mayor Eady advised Mr. Vinson he would be happy to provide further information and background to him about this project offline.

10. **Emory Street Sidewalk Replacement Project** (Attachment D)

The FY 2021 Capital Budget includes \$100,000 to make repairs to the existing sidewalk that runs along the westside of Emory Street/SR 81 from the city-owned greenspace to W. Soule Street. The proposal for the work includes installation of conduit for future installation of pedestrian lighting.

After inspection of the existing sidewalk, it was determined that this section of sidewalk is in such poor condition that it needs replacing. The cost to do this work will be higher than the amount planned for in the Capital Budget, but the work is necessary. The actual amount

will not be known until bids are obtained. Before bids can be obtained the plan must be submitted to GDOT for approval.

James Windham made a motion to accept the proposal from Keck & Wood. Laura McCanless seconded the motion. The motion was approved unanimously (7/0).

11. **City Hall Multifunction Copier** (Attachment E)

The City Council has had several discussions concerning replacement of the multi-function copier in City Hall, which was purchased in 2012. Staff obtained quotes from three vendors, two of which are on statewide contract. Staff recommends leasing the Sharp equipment at a cost savings of about \$10,000 over five years.

Mayor Eady stated that the current equipment can be repurposed for the Police Department.

George Holt asked if the City would still be paying the same maintenance cost for the current equipment. Mayor Eady advised the maintenance cost should be much less for the Police Department because their volume of copies is a small fraction of the volume generated by the City Clerk's and City Manager's office. Staff will obtain a quote for maintenance before making a final decision on the current equipment.

George Holt made a motion to approve the contract for the Sharp multifunction equipment. James Windham seconded the motion.

Discussion:

Laura McCanless asked for clarification on the motion as to whether it is to purchase or lease the equipment. She thought it may be advantageous to own the copier for more than five years.

Marcia Brooks stated that she had planned to let the City Council make this decision, but her personal inclination would be to lease the equipment for five years, because the cost for maintenance starts increasing once a copier gets older. With a lease, the City could have the recurring cost programmed into the budget and switch out for new equipment every five years.

George Holt withdrew his motion pending further discussion of leasing versus purchasing.

Mr. Windham pointed out that a lease allows the purchaser to take some action if there are any problems with the equipment, whereas a purchase has very limited recourse for any problems.

Based on the observation by Mr. Windham, **George Holt made a motion to approve leasing the Sharp multifunction copier. James Windham seconded the motion. The motion was approved unanimously (7/0).**

12. **810 Whatcoat Lease** (Attachment F)

Oxford College has requested renewal of the lease for the building at 810 Whatcoat Street (old City Hall) effective April 1, 2021 for a term of three years. A 90-day early termination clause has been added to the contract to allow the City to pursue options for development of the property if it so determines in the future. Oxford College is amenable to this added language.

James Windham made a motion to approve the lease. George Holt seconded the motion. The motion was approved unanimously (7/0).

13. **Invoices** (Attachment G)

The Council reviewed the invoices paid by the City of Oxford for \$1,000 or more in March of 2021. James Windham asked if the invoice from Treadwell, Tamplin & Co. was a final bill, and which audit it pertains to. Marcia Brooks stated that this billing is for the audit they just completed for the year ended June 30, 2020, and she expects another billing for that period due to a lot of recent activity on it.

George Holt asked if the new buildings at the corner of Cook Road and Moore Street are serviced by the City of Oxford. Matt Pepper stated he thought the City serviced water that far but will verify.

There were no other questions.

14. **Executive Session**

None.

15. **Adjourn**

A motion was made by Laura McCanless to adjourn at 8:09 p.m. James Windham seconded the motion. The motion was approved unanimously (7/0).

Respectfully Submitted,

Marcia Brooks
City Clerk/Treasurer



**DRAFT MINUTES OF THE OXFORD MAYOR AND COUNCIL MEETING
WORK SESSION
MONDAY, APRIL 19, 2021 – 6:30 PM
VIA TELECONFERENCE
DRAFT**

ELECTED OFFICIALS PRESENT:

David Eady – Mayor
George Holt – Councilmember
Jim Windham – Councilmember
Avis Williams – Councilmember
Lynn Bohanan – Councilmember
Jeff Wearing – Councilmember
Laura McCanless – Councilmember

APPOINTED/STAFF PRESENT:

Matt Pepper – City Manager
Marcia Brooks – City Clerk/Treasurer
Dave Harvey – Police Chief
Jody Reid – Utilities Superintendent

OTHERS PRESENT: Mike Ready, Cheryl Ready, Melissa Hage, Barbara Cole, Michael McQuaide

Agenda (Attachment A)

1. Mayor's Announcements

Mayor Eady asked for input from the City Council on their opinion about meeting in person for City Council meetings. All Councilmembers except George Holt advised that they are comfortable with meeting in person. Mayor Eady would like to continue to make the meeting available online to those who would not want to attend in person. Marcia Brooks advised that she and Matt Pepper are working on logistics necessary to broadcast in-person meeting via Zoom. Mayor Eady stated he would like to try meeting in person for the May Regular Session on May 3, 2021.

James Windham recommended doing temperature checks of all attendees for in-person meetings. Laura McCanless stated all attendees will also need to wear masks correctly. Mr. Windham asked if Councilmembers could join the meeting via Zoom.

Mayor Eady advised he would discuss the logistics with Marcia Brooks and Matt Pepper to ensure that the Councilmembers can be heard and can hear what is said in the room. For the May Regular Session he may do a trial run with only him, Mr. Pepper and Ms. Brooks in

the room. At a minimum, the City will abide by the CDC guidelines in effect at the time of the meeting but may also have additional precautions in place.

2. **Committee Reports**

- a. Trees Parks and Recreation (TPR) Board – Cheryl Ready stated that a lot of trees have been pruned recently. The Board is working diligently on kickstarting their Emory Street Revitalization Program. The Board also has a vacancy and asked for suggesters for members. Mayor Eady stated he has a potential member and will talk to Ms. Ready privately. Jeff Wearing advised that work on the George Street Park fence has been delayed due to difficulties in obtaining the materials. He hopes to be able to work on the fence around the weekend of May 1.
- b. Sustainability Committee – Melissa Hage reported that the Committee has been having productive meetings and chats with John Devine concerning how they can help him work on the Georgia Outdoor Stewardship Program (GOSP) grant application for the restoration of Dried Indian Creek. Some of the Committee members were able to go to a restoration project on the South River and talk with some individuals working on restoration projects in the past week to obtain data to use on the Dried Indian Creek project. The Committee plans to hire a non-paid student intern for the summer to begin researching information needed for the City of Oxford sustainability plan. They plan to work on this plan in the Fall after the grant application is submitted.

Mayor Eady advised that Mike McQuaide is working to arrange another stream tour with the Georgia Department of Natural Resources (DNR). Mr. McQuaide stated that they asked for May 22, 2021, and that Daniel Parsons offered the Oxford Farm as the staging area. Mayor Eady invited Councilmembers to participate and advised that COVID-19 precautions will be observed.

- c. Committee on Race – Avis Williams reported that the Committee has a meeting scheduled for the second week in May. They will be discussing plans for the Juneteenth celebration, which will be held on June 19, 2021 and will be virtual. By next month's work session, she hopes to have specific information to provide, and the event announcement will be distributed on the City's social media platforms.
- d. Planning Commission – Matt Pepper stated that the Planning Commission is finalizing their recommendations for amendments to Chapter 40 of the City of Oxford zoning ordinance.
- e. Downtown Development Authority (DDA) – Mike Ready stated that the Authority has been working on a recommendation for the farmers market on the greenspace area.

3. **Downtown Development Authority Greenspace Proposal (Attachment B)**

Mike Ready presented the recommendations by the DDA for the farmers market on the City's greenspace area. The sitting area has been moved away from Yarbrough House and under the trees. He presented two possible fencing types for fencing along the edges

of the green, and an example of a hanging sign. These plans do not include paving the parking area. However, due to the anticipated increase in traffic some gravel may be needed for erosion control at the lip of Highway 81 going onto the property. Mr. Ready expects that the Spring Festival scheduled for April 29 and 30 and May 1 will help them understand more about the traffic flow.

Discussion about the two types of fencing included difference in cost and consistency in fencing throughout the City in the parks. Mr. Ready advised the DDA favors the cedar crossbuck style, but that style would be more expensive than the rustic split rail style. Some Councilmembers favored uniformity of fencing in all parks, while others favored varying tones for fencing according to the purpose of each park/area.

Jeff Wearing expressed concern about spending a lot on the fencing since it is intended to be a temporary solution for the green space. He also pointed out that the crossbuck fencing is more expensive and would require much more maintenance than the split rail fencing. He would select the split-rail fencing because of these factors and because it is consistent with the fences already installed in the City.

James Windham asked what the purpose is of blocking two of the curb cuts on Highway 81. Mr. Ready stated the thought was to prohibit turns from and to Highway 81 and to also control access to the green for the vendors. There was also a question concerning access to line maintenance by the City, and their vision is a gate for that purpose.

Mr. Windham was concerned about the ground becoming ruddy if all traffic is routed through one section. People will drive to get as close to the post office as possible. Mr. Ready stated that the DDA and the City have discussed these factors and are trying to resolve these issues. He expects that the Farmers Market Spring Festival and Lions Club Yard Sale April 29-May 1 will give them a good idea of how things should work. Mr. Ready believes there may be some drainage issues an engineer should probably look at.

Mr. Windham also recommended having consistency in signage for Oxford. The parks should all have uniform signs along with the sign for the green, creating an identity for the City of Oxford.

Lynn Bohanan asked where the parking is on the map. Marcia Brooks advised it is the same parking area that is currently used for court. Laura McCanless stated that the map shows corner turns of the fence in the parking area to define the limitations of parking. Ms. Bohanan stated it might be better to stop the parking area along the line of the front of Yarbrough House to make a definite distinction between the parking area and the market area. Ms. McCanless stated the DDA also discussed putting fencing only at the parking area and having some sort of notional border along the other areas.

Mr. Windham was concerned about throttling customers to parking on one end of the green and walking all the way to the other end. He thought this may negatively impact business for vendors.

Mayor Eady stated that when he looked at planning for this space in the past with others, they considered laying out a parking area along the back side of the property with a one-way traffic flow. Ms. McCanless stated a gravel drive may cause dust to be stirred up.

Ms. Bohanan mentioned that people parking along the fence may cause damage to the fence with their vehicles.

Mayor Eady asked the Councilmembers to send questions to him, Matt Pepper, Mike Ready, or Laura McCanless. He suggested to Mr. Ready that some price information on the types of fences may be helpful.

Mr. Windham asked if anyone on the DDA had spoken with the vendors. Mr. Ready advised they had not.

George Holt feels that spending money on fencing is unnecessary since it will be temporary. Mayor Eady stated that the DDA is trying to make the green look more like an area designated for a specific use until something permanent can be placed there.

4. **FY2022 Operating and Capital Budgets** (Attachment C)

Matt Pepper made a presentation concerning the proposed Operating and Capital budgets for Fiscal Year 2022. Laura McCanless and George Holt advised they would contact Matt about questions they have.

5. **Yarbrough House Discussion**

The Oxford City Council has had extensive discussions in the past concerning future plans for the Yarbrough House (107 W. Clark Street). Mayor Eady included the issue on the agenda so that discussions could begin again. The house will continue to deteriorate if no action is taken on it.

Previously the City Council discussed making minimal repairs to make the facility safe and functional, or possibly making additional cosmetic updates and adding ADA accessible bathrooms to make it ready to lease as a commercial venue. Another option to consider is moving the house to a different location since it is not particularly an asset in its current location. The City-owned property at the corner of Asbury Street and Fletcher Street behind City Hall. The house does not have the historical significance once thought. It cannot have been where Bishop Haygood stayed as a student since the house was not built when he was a student. Mayor Eady asked the Councilmembers for their current thoughts.

Laura McCanless was opposed to moving the house due to the complexity and cost involved. She also pointed out that the location it would be moved to is strictly residential, and it would be an inconsistent use to use it as a commercial property. She believes that the building has marketable charm in its current location.

Mayor Eady added that an additional option would be to tear down the house. He does not advocate for this or any other option. He just wanted to put all the issues on the table that had previously been discussed.

Lynn Bohanan agreed with Ms. McCanless' position. She gave an additional option to sell the house with the condition that it must be moved, or even offer it at no cost to be moved. She cautioned against sinking more money into the property.

Avis Williams indicated she is not opposed to selling it but asked if anyone had ever approached the City about buying or leasing it. Mayor Eady stated the City Council has not ever discussed selling the house where it is because the City does not want to give up the property. He also advised that there had been no aggressive attempts to market the space commercially.

George Holt stated that the City had never had a concrete plan for what the property would be used for. He does not feel that any more money should be spent on it until the City knows what it wants to do with it. He feels the City is in too deep now financially, and some consider it an eyesore.

Mayor Eady stated that Melvin Baker's committee had suggested that it be turned into a history center/museum/visitor center. He asked Mr. Holt's thoughts on this proposal. Mr. Holt indicated he would be amenable to this proposal if that is what the Council decides it wants to do.

James Windham reiterated his past comments of the value of the property being the land, and the ability of the City Council to control it. He agrees with Ms. Bohanan's suggestion.

Jeff Wearing stated his belief that the house has some potential to bring people into the City. He and Mr. Windham had a vision of opening the back and planting a garden and creating space for people to relax, and possibly having some type of commercial enterprise such as a coffee shop. Moving the house at the City's expense is not an option in his opinion. He is not sure if a commercial enterprise is feasible. He agrees with Mr. Windham that the land is more valuable than the house, but he does believe the house has some historical value to the town. Atticus Haygood did live there for a time.

All things considered; he believes the DDA has more options to do something with it than the City Council does. He has had people call him and ask what is going to be done with it. He agrees with Mr. Holt that the City Council needs to decide on what to do with it. He thinks using it as part of the Town Center is a viable solution.

Ms. McCanless asked if the DDA has ever brainstormed ideas for Yarbrough House. Mayor Eady advised that they have never been formally asked by the Council to make a recommendation for the property. Ms. McCanless asked if it would be worth asking the DDA if they have any ideas. Mayor Eady stated that it would be great if they have any specific ideas if they have someone interested in doing something with it. There is nothing to preclude them from discussing it. The City owns the property, but this would be within

their purview to discuss. Ms. McCanless advised she will bring it up at the next DDA meeting.

Mr. Holt stated he does not want to pay for another study. Ms. McCanless agreed.

6. **City Cemetery Contract Update**

Lynn Bohanan, James Windham and Matt Pepper met with the Oxford Historical Cemetery Foundation, Inc. on April 2, 2021 on behalf of the City of Oxford. They expressed their concerns to the Foundation concerning the state of maintenance of the cemetery. All were in agreement with speaking with the current contractor to determine how to resolve the concerns and the complaints the City has been receiving. Ms. Bohanan is waiting to hear back from Anderson Wright and John Burson on the outcome of that discussion.

Ms. Bohanan advised the Foundation did not seem concerned about the contract between the Foundation and the City expiring on April 20, 2021. The Foundation believed that maintenance would continue beyond that date even if a new contract is not finalized by then.

A few changes to the contract were discussed. The City wants to remove power washing from the contract because it could further degrade inscriptions on the stone. There has been some recent discussion about having the stones reinscribed, but this is not recommended because it could cause more damage to stones as well. There was a concern about removal of piles of leaves as far as whose responsibility this is. Mr. Windham and Ms. Bohanan both recommended that plaques be installed to document the inscriptions that are difficult to read.

Mr. Windham added that power washing and re-inscriptions could both lead to lawsuits if damage is done as a result because the older plots are fee simple private property.

Ms. Bohanan stated that the City representatives made it clear to the Foundation representatives that the City would have the final say in decisions made.

Mayor Eady stated that Erik Oliver is working with a Boy Scout doing his Eagle Scout project. He is trying to capture some of the engravings on the headstones. He asked Ms. Bohanan to speak with Mr. Oliver to ensure that the City obtains a copy of any inscriptions the Boy Scout captures.

George Holt asked how fee simple plots are distinguished from burial rights plots. Mr. Windham advised that the City Council changed several years ago from selling fee simple lots, which are privately owned, to burial rights. Originally it was intended that the plot owners would maintain the plots.

Mayor Eady advised that some plots were sold as perpetual care plots, and some were not. Over time, the City Council decided to take responsibility for all maintenance. Pursuant to the current agreement with the Foundation, they are responsible for executing maintenance in the cemetery. The Foundation was created to accept donations for perpetual care.

Marcia Brooks advised she had done some research on this and would pull her notes together and send them to the City Council.

7. **Little Library**

Mayor Eady stated that during the last City Council meeting Barbara Cole suggested installing a second Little Library at Asbury Street Park because the one there is so popular. He advised that the Trees, Parks and Recreation (TPR) Board should be involved in the design and placement of another Little Library.

Her recommendation is to place children's books in the existing one and place adult books in the new one. With the City Council's approval, she and Nick Cole would like to make the new one in the shape of a schoolhouse to have some consistency in theme since the existing one is in the shape of a school bus.

All Councilmembers were in favor of the idea. Mayor Eady's thought is that it would be located near the other one under the pavilion. He asked Matt Pepper to add this topic to the agenda for the next TPR meeting. He also expressed appreciation to Barbara and Nick Cole for their willingness to build another one.

Ms. Cole stated that she and Mr. Cole ride their bikes to the park and check the existing one five to six times a week. They go through the books and remove any that have inappropriate subject matter such as religious topics.

8. **Longstreet Circle Paving Project** (Attachment D)

Matt Pepper advised that bids were opened on April 7, 2021 for the Longstreet Circle Paving Project. Eight bids were received, and the lowest bid was from Garrett Paving Company for \$181,524.40. Staff recommends rewarding the contract for this work to Garrett Paving Company.

There were no questions or comments from Councilmembers. A vote will be taken on the recommendation in the May Regular Session meeting.

9. **Electric System Improvements**

Matt Pepper stated that each year Jody Reid works with an electrical engineer at the Electric Cities of Georgia (ECG) to work on a specific section of the electrical system that needs to be improved. They draw up plans and share the plans with the City, then the City obtains bids from potential line companies to perform the work. Bids were received this year from Marable Pirkle, Inc. and Over and Under Contractors, Inc. Staff recommends awarding the contract to the lowest bidder, Marable Pirkle, Inc. for \$79,200. Mr. Reid is in the process of getting prices for supplies and materials which are provided by the City of Oxford. Obtaining these prices has been a challenge due to suppliers having difficulty obtaining their products.

Laura McCanless asked what is meant by the reference to digging on an hourly basis in the Marable Pirkle, Inc. bid. She wanted clarification on what is paid on an hourly basis. Mr.

Reid advised that both vendors would do this, and it is put into these contracts to account for any unanticipated complications encountered during digging. Some digging must be done by hand when this occurs.

Mayor Eady advised the City Council will vote on the recommendation of staff at the May Regular Session meeting.

Marcia Brooks advised that she sent information to the Councilmembers regarding a maintenance contract for the Police Department for the multifunction copier in City Hall which is being replaced. She asked if there were any concerns about moving forward with the plan to repurpose this copier for the Police Department at a maintenance cost of \$516 per year. No concerns were raised.

George Holt stated that he believes it is time to give employees a raise. He asked Matt Pepper if money is available in the budget for this purpose. Mr. Pepper stated he is exploring the option of a COLA for employees of about 2.5%. Mr. Holt stated he feels it is important to invest in the City's employees. James Windham and Avis Williams agreed. Mr. Windham expressed frustration about losing employees to nearby cities and counties due to salary.

Mayor Eady asked Mr. Pepper to add this topic and the Employee Handbook to the May Work Session meeting agenda.

10. Work Session Meeting Review

11. Executive Session

Real estate matters were discussed.

12. Adjourn

Mayor Eady adjourned the meeting at 8:58 p.m.

Respectfully Submitted,

Marcia Brooks
City Clerk/Treasurer

OXFORD TREES, PARKS AND RECREATION BOARD

Minutes – March 16, 2021

MEMBERS: Cheryl Ready, Chair; Michael Rogers, Vice Chair; Theresa Eady, Secretary; Nakeisha Cummings and Anderson Wright. Mike McQuaide was absent.

STAFF: Beryl Budd, City Arborist; Jody Reid, Utilities Superintendent; Matthew Pepper, City Manager.

GUESTS: Laura McCanless, City Council Member.

OPENING: At 5:00 PM, Ms. Ready called the meeting to order and welcomed the guests.

MINUTES: Upon motion of Mr. Rogers, seconded by Mr. Wright, the minutes for the meeting of February 16, 2021 were adopted. The vote was 5-0.

EMORY STREET TREE REPLACEMENT PROJECT: The Board discussed their project to replace the tree canopy on Emory Street/SR 81. The Board discussed whether they should plant trees on properties located on both sides of the street. On the west side of Emory Street, the city has its power lines which will make it difficult to plant trees at a reasonable distance from the existing homes. The Board agreed that they would divide into pairs and approach each homeowner in person. When approaching each homeowner, the Board agreed to use a previous letter (from the first attempt) as a template on how to explain the project. Ms. Ready and Mr. Pepper will send a copy of the letter to the other Board members. Before the next meeting, Mr. Pepper will send the homeowner list to the Board.

GUIDELINES FOR DONATIONS FOR CITY PARKS AND TRAILS: The Board discussed the two example guidelines from the City of Valdosta and the City of Hahira. They agreed that the Hahira's guidelines fit better with the Board's vision of the city's program. Also, the Board discussed the length of time at which a donated bench is maintained by the city before it is replaced (Valdosta's program was a minimum of ten years). In addition, the Board agreed that the program could be expanded to other items but felt that it is best to keep a focus on park benches at present. Mr. Pepper will develop a draft application to present to the Board at their next meeting.

FENCING AT GEORGE STREET PARK: Ms. Ready reported that she and Mr. Wearing counted each of the rails and posts that will need to be replaced. In addition, she stated that the project will be completed with a limited number of local volunteers. Ms. Ready expected the cost to be closer to \$1,000. They hope to complete the project within the next several weeks.

Ms. McCanless stated that this style of fence has longer and looser ends because the wood contracts and that using screws to fasten the rails and posts together on both ends could be problematic. She recommended fastening it on just one end. Ms. Ready will share this information with Mr. Wearing. In addition, Ms. McCanless shared that the city could explore the use of blueberry hedges as an alternative to replacing the fence.

TREE REPLACEMENT AT ASBURY STREET PARK: Ms. McCanless and Ms. Eady reported that the project to replace nine (9) Ginkgo trees at Asbury Street Park was successful. With the help of Mr. Budd and Seth Hawkins, the city used a small auger to remove the trees to help limit the damage to the root ball and surrounding sod.

FY2021 PRUNING PROJECT: Mr. Budd reported to the Board that he met with Arbor Equity to inspect the pruning work. He stated that they still have several trees that need additional work. Ms. McCanless asked if Mr. Budd visited with Arbor Equity about the poor pruning work completed on the giant southern red oak located on the property adjacent to city hall. Mr. Budd stated that he talked with

Arbor Equity about it, and they agreed it was poorly pruned. Mr. Budd will talk with Arbor Equity about a possible refund or a replacement tree.

MEMBERSHIP: The Board discussed filling the existing vacancy. Board members will continue to reach out to potential candidates individually. They will continue their discussion at the April meeting.

OTHER BUSINESS: The Board did not discuss any items related to other business.

ADJOURNMENT: Mr. Ready adjourned the meeting at 5:40 PM.

Submitted by:

Theresa Eady, Secretary

DOWNTOWN DEVELOPMENT AUTHORITY OF THE CITY OF OXFORD

Minutes – March 23, 2021

MEMBERS: Mr. Brian Barnard, Chair; Mr. Mike Ready, Vice-Chair; Mr. Jonathan Eady, Ms. Danielle Miller, and Mr. Ray Wilson. Ms. Laura McCanless was absent.

STAFF: Matthew Pepper, City Manager and DDA Secretary/Treasurer.

GUESTS: No guests were in attendance.

OPENING: At 7:06 PM, Mr. Barnard called the meeting to order.

APPROVAL OF MINUTES: Upon motion of Mr. Eady, seconded by Mr. Ready, the minutes for the meeting held on February 23, 2021 were approved. The vote was 5 – 0.

REPORT ON CITY COUNCIL AND DDA DISCUSSION: Mr. Barnard updated the DDA on the City Council's recent discussions regarding the Authority and its current direction. During the discussion, the DDA reviewed the memo from Mayor Eady regarding the City Council's recent discussion on land control for the town center project. The DDA agreed that they should approach the City Council to reiterate that the existing town center plan includes a phase focused on revitalizing the area where the former city hall (810 Whatcoat Street) is located. In addition, the DDA would ensure that the City Council support the conceptual plan before spending funds to move the project forward.

Before future discussions with the City Council, the DDA will review the existing concept plans for the area near 810 Whatcoat Street. In addition, Mr. Eady and Mr. Ready will prepare a timeline of events for the project to share with the City Council. They will also share additional documents from previous conversations with Councilmembers. At the April meeting, the DDA will review the documents provided by Mr. Eady and Mr. Ready.

The DDA will prepare to present to the City Council at the May 3rd Regular Session meeting.

THE CITY GREENSPACE: The DDA discussed how to best move forward with the minor capital improvements to the city greenspace. Mr. Pepper shared that the Mayor and City Council have requested that the DDA provide them with specific design recommendations for the fencing, signage, seating, etc. for approval. The Mayor and City Council will review and approved the design recommendations along with a license to the DDA to make the improvements to the city-owned greenspace.

The DDA will prepare to present their recommendations at the April 19th Work Session meeting. The goal is to have the recommendations approved at the May 3rd Regular Session meeting. Mr. Barnard will prepare the recommendation and share it with the DDA for their feedback prior to April 19th. The DDA discussed receiving approval from the Planning Commission for the proposed fencing and signage.

MEMBERSHIP: Mr. Pepper reported that the City Council is aware that Art Vinson resigned his post on the DDA. The DDA discussed possible candidates for the vacancy.

OTHER BUSINESS: The DDA did not discuss any items related to other business.

ADJOURNMENT: Mr. Barnard adjourned the meeting at 8:04 PM.

Submitted by:

Matthew Pepper, Secretary/Treasurer



SOUTH FENCE

SIGN

MID FENCE

SEATING AREA

NORTH FENCE

WEST FENCE



Italianate Sign Bracket
Chamfered Cedar Post
Large Stone Base
Round Wooden Sign



Rustic Cedar Split Rail



Cedar Crossback
with Double Bottom Rail



BOOK BUS

CITY OF OXFORD

RESOLUTION

WHEREAS, the City of Oxford desires to submit an application for a Community Development Block Grant (CDBG) grant to finance Water System Improvements on Oxford Road, Keel Street, Beakhead Court, Cat Paw's Court, and Perry Circle; and

WHEREAS, the Mayor and Council have requested the assistance of the Northeast Georgia Regional Commission in preparing the CDBG application; and

WHEREAS, certain actions are required by the City in support of the application;

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Council of the City of Oxford by this resolution do hereby approve the submission of a Community Development Block Grant (CDBG) application for \$750,000 with a match of \$595,500 to finance Water System Improvements on Oxford Road, Keel Street, Beakhead Court, Cat Paw's Court, and Perry Circle;

BE IT FURTHER RESOLVED, that the Mayor and Council do hereby authorize the Mayor to execute any and all documents necessary to apply for and obtain the CDBG.

BE IT FURTHER RESOLVED, that if awarded, the Mayor and Council designate the Northeast Georgia Regional Commission as the grant administrator, in accordance with local government requirements, the Common Rule Selection Process, and the Community Development Block Grant program guidelines.

Adopted this third day of May, 2021.

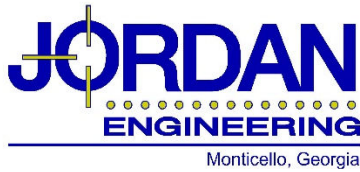
BY:

David S. Eady, Mayor

ATTEST:

Marcia Brooks, City Clerk

SEAL



Mr. Matt Pepper, City Manager
City of Oxford
110 West Clark Street
Oxford, Georgia 30054

April 9, 2021

Re: Longstreet resurfacing contractor recommendation

Dear Mr. Pepper:

I have reviewed the bid submitted by the low bidder, Garrett Paving Company, located at 1195 Winterville Road, Athens, Georgia, for the Longstreet resurfacing sidewalk project. I checked the math in their submittal paperwork and found no errors on the bid form. I have no experience working with Garrett Paving, so I attempted to contact the three references they listed. I was able to reach the mayor of Maysville, Georgia, and the public works director for the City of Baldwin, Georgia. Both references gave Garrett Paving very positive recommendations.

Garrett has recently milled and overlaid 14 streets in the City of Duluth, demonstrating their experience in the type of work proposed. They plan to use no subcontractors, doing all the work in-house. They are a current Georgia DOT contractor and have provided documentation of their insurance coverage and e-Verify certification. Also, they initialed to acknowledged receipt of the project Addenda on their Bid Tabulation.

Based on their status as low bidder, my positive review of their bid submittal documents, their recent project experience, and two strong recommendations, I recommend that the City of Oxford contract with Garrett Paving Company to complete the Longstreet resurfacing project for a total contract amount of \$181,524.40.

Sincerely,
Jordan Engineering, Inc.

A handwritten signature in blue ink, appearing to read "Robert O. Jordan", with a long, sweeping flourish extending to the right.

Robert O. Jordan, PE RLS

City of Oxford

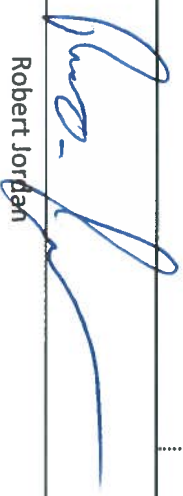
Longstreet Resurfacing

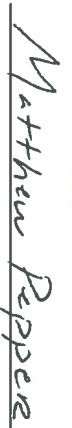
Bid Summary

Bid Opening 2pm 4/7/21 at Oxford City Hall

Company	Bid Bond or cashier's check included? (5% base bid amt)	Total Bid Amount
1 <u>All About Asphalt, Inc.</u>	<u>Yes</u>	<u>\$ 232,792</u>
2 <u>Bount Construction Company</u>	<u>Yes</u>	<u>\$ 230,589.66</u>
3 <u>East Coast Grading</u>	<u>Yes</u>	<u>\$ 185,034.16</u>
4 <u>Garrett Paving Company</u>	<u>Yes</u>	<u>\$ 181,524.40</u>
5 <u>MHB Paving</u>	<u>Yes</u>	<u>\$ 200,023.27</u>
6 <u>Pitman Construction Company</u>	<u>Yes</u>	<u>\$ 190,662.80</u>
7 <u>Shepo Paving, Inc.</u>	<u>Yes</u>	<u>\$ 206,705.75</u>
8 <u>Southland Paving Company, LLC</u>	<u>Yes</u>	<u>\$ 186,013.21</u>
9 _____		<u>\$ _____</u>
10 _____		<u>\$ _____</u>



Bids opened by: 
 Robert Jordan

Summary recorded by: 
 Matthew Peppers

MARABLE-PIRKLE INC.

PHONE # 404-344-4411

FAX # (404) 349-4096

April 13, 2021

City of Oxford Electrical
Mr. Jody Reid
jreid@oxfordgeorgia.org

FROM: Mike Pirkle

PROJECT: Oxford Electrical System Pole Replacement; Newton County

COMMENTS:

We appreciate the opportunity to provide the following proposal for the above referenced project.

MARABLE-PIRKLE, Inc. will furnish personnel and equipment to:
Install new power poles and pole top assemblies to support the new pole installation.
Remove 2 (two) phases of a 3 (three) phase line on Wade St.
Reconductor in 2 (two) locations per print.
Transfer existing overhead electrical attachments as indicated on 485502R2 ECG print.

Pricing has been based on:
Digging in soil/dirt rock and/or hand digging to be addressed on an hourly basis.
Area to be accessible by trucks and trailer.
All material to be furnished by the city.

Installations to be performed by experienced personnel to industry standards for the proposed pricing of; \$79,200.00.

Price qualifications and clarifications:
Price firm for 30 days.
Price based on normal working hours during straight time.
Payment 30 day after invoice date. Past due invoices are subject to late fee charges.

BEFORE JOB CAN PROCEED, WE MUST RECEIVE SIGNED & DATED ACCEPTANCE WITH PURCHASE ORDER # AS WELL AS LOCATE #

ACCEPTED BY:

DATE

PURCHASE ORDER #

Over and Under Contractors, Inc.
Post Office Box 53 Suwanee, Georgia 30024
Office: (770) 682-9160 E-mail: overundercontractor@gmail.com

To: City of Oxford

ATTN: Jody Reid

REF: Pole Change Out Project

Over & Under to change out poles and wire per print supplied to us by the City of Oxford. Over & Under to supply labor, equipment, and supervision necessary to complete work. City of Oxford to supply all materials necessary to complete work. We will do this work for the lump sum of \$82,593.00. Should rock be encountered we will remove at cost plus 10%.

Thank you for the opportunity to quote this project.

Sincerely,

A handwritten signature in cursive script, appearing to read "Jerry T. Blackwell Jr.", written in dark ink.

Jerry T. Blackwell Jr.



Entered Date	Taken By	Customer #	Order #
4/16/21	cale	1477	10161654-00
PO #			Page #
			1

Bill To	Ship To
CITY OF OXFORD 110 W Clark St Oxford, GA 30054-2274	CITY OF OXFORD 105 W Watson St Oxford, GA 30054-2014

Remit To
GRESKO PO BOX 932918 ATLANTA, GA 31193-2918

Instructions

Ship Point	Via	Shipped	Terms	SlsRepln/Out
Gresco-Forsyth, GA	Gresco Truck		Net 30 Days	cale / csti

Notes

Line	Product and Description	Order Quantity	Qty UM	Unit Price	Price UM	Amount(Net)
1	RALS-2N CLAMP ANGLE SUS 3/0-795 .50-1.0925RALS-2N BETHEA	20.00	EA	15.00	EA	300.00
2	RALS-1N CLAMP ANGLE SUS .23-.75 4-397.5 #RALS-1N/AAC-301	25.00	EA	10.00	EA	250.00
3	HDSO-47 CLAMP DE STRAIGHT .190 - .470	60.00	EA	10.50	EA	630.00
4	3/8HSGUY250 WIRE GUY 3/8" HS 250'COI 250'COIL GALV HI STR (RE	2,250.00	FT	0.45	FT	1,012.50
5	D104-6 ANCHOR PISA 10" 6000# 3/4&1" RODS MID-STRENG	25.00	EA	23.00	EA	575.00
6	DA3000096E2B7X2 CROSSARM HEAVY DUTY 8' DEADEND FIBERGLASS 25/PT	2.00	EA	280.00	EA	560.00
7	TB250009604X2 CROSSARM HD TANGENT 8' GRAY	2.00	EA	155.00	EA	310.00
8	URT09050B1C1D1A ARR POLY DISTRP 9KV USIL TRANS MT W/BKT, BOLT	36.00	EA	52.00	EA	1,872.00
9	J9410 BOLT OVALEYE 5/8X10" 4" THREADS J9410 JOSLYN	25.00	EA	4.10	EA	102.50

Line	Product and Description	Order Quantity	Qty UM	Unit Price	Price UM	Amount(Net)
10	J9412 BOLT OVALEYE 5/8X12" 6" THREADS J9412 JOSLYN	50.00	EA	4.30	EA	215.00
11	J8810 BOLT MACHINE 5/8X10" 4" THREAD PALLET/2400	50.00	EA	1.20	EA	60.00
12	J8812 BOLT MACHINE 5/8X12" 6" THREAD 2400/PALLET	175.00	EA	1.50	EA	262.50
13	J25255.1 BRACKET 1 POST INSULATOR MACLEAN	1.00	EA	18.00	EA	18.00
14	F1CS-HV-A18-JVP-1 BRACKET VERTICAL PIN 1" 18" LONG 2" HEAVY DUTY QTY. 6 PER BOX	4.00	EA	65.00	EA	260.00
15	D1583 BRACKET STEEL T 25KV FOR CUTOOT & ARRESTER 75 TO THE CRATE	30.00	EA	25.00	EA	750.00
16	F3CA-MV-H4221D3H BRACKET CO-LA FIB 3PHASE 2280	2.00	EA	120.00	EA	240.00
17	J1626 CLEVIS SERVICE SWG 2"SPL J1626 JOSLYN K-11	50.00	EA	3.80	EA	190.00
18	C1530AP CLAMP HOTLINE AGP AL 6- 336.4 TAP6-3/0 ALL PURP	25.00	EA	12.00	EA	300.00
19	6M3-9 MOUNT CLU 3 TX 3-050KVA 9" AL BAND TYPE 6M3-9	2.00	EA	175.00	EA	350.00
20	CSG15-100A-110-CN-10KA CUTOOT NON-LB 100A 15KV POLYMER PARALLEL GROOVE	36.00	EA	71.00	EA	2,556.00
21	J1092 NUT OVAL EYE 5/8" J1092	50.00	EA	2.40	EA	120.00
22	21020 FUSE KS 020 AMP FITALL KEARNEY #21020	25.00	EA	3.70	EA	92.50
23	21005 FUSE KS 005AMP FITALL KEARNEY #21005	25.00	EA	3.70	EA	92.50
24	DG-4544 GRIP DIST DE 1/0 ACSR PREFORM 1/0 ACSR	50.00	EA	3.10	EA	155.00
25	GDE-1107 GRIP GUY DE GALV STEEL 3/8" PREFORM PRODUCT	200.00	EA	3.05	EA	610.00
26	S-101-B GUARD SQUIRREL ELECTRICAL MATERIALS Customer Prod: S101B	36.00	EA	3.50	EA	126.00

Line	Product and Description	Order Quantity	Qty UM	Unit Price	Price UM	Amount(Net)
27	PG-MS-3921 GUY GUARD POLY 8' YELLOW PG-MS-3921	50.00	EA	2.75	EA	137.50
28	HPI55-4 INS POLY PIN 15KV F-NECK 1" R GRY HPI55-4 PLT/594	30.00	EA	7.50	EA	225.00
29	INS-53-2 INS SPOOL POLY 3"	64.00	EA	1.30	EA	83.20
30	DEI-15 INS POLY SUSP DE 15KV SILICONE 240 PER PALLET	48.00	EA	11.00	EA	528.00
31	GC-207 LUG TANK GROUND 6SOL-1/0 BRONZE SIDE OPENING	25.00	EA	7.00	EA	175.00
32	C722N100KVA-D-E TX 7.2 120/240 2B100KVA KVA CONV DOE	6.00	EA	2,400.00	EA	14,400.00
33	C722N015KVA-D-E TX 7.2 120/240 2B 15KVA 15KVA	1.00	EA	775.00	EA	775.00
34	C722N025KVA-D-E TX 7.2 120/240 2B 25KVA 25KVA ERMCO	13.00	EA	925.00	EA	12,025.00
35	J740Z PIN POLE TOP 15KV 1" NYLON HD 20"LG GALVSTL	30.00	EA	9.00	EA	270.00
36	F1CS-MV-V13-RHP-1 PIN POLE TOP 1PH FBRGLS SUPPORT 1" PIN	2.00	EA	30.00	EA	60.00
37	MGA345 ATTACHMENT GUY MULTIPLE F/GUY WIRE & GUY STRAIN	50.00	EA	6.25	EA	312.50
38	D75D ROD PISA 3/4X7 TW-EYE D75D DIXIE	25.00	EA	23.00	EA	575.00
39	AF8754TP SCREW LAG 1/2X4 TW PILOT 5" HEAD EASY OUT 250/BOX	250.00	EA	0.90	EA	225.00
40	S4425-1/0 STIRRUP BAIL HOT LINE 1/0 FOR H-TAP APPLICATION	50.00	EA	8.35	EA	417.50
41	J26716 CLAMP TWIN ANC ROD TWIN 5/8 3/4 & 1" ROD JOSLYN	25.00	EA	5.00	EA	125.00
42	PM2-40 CABLE RISR SHLD PVC 2"X10' 1000/PLT	50.00	FT	2.05	FT	102.50
43	POLE WOOD 35'CL4-MC CCA 35' CLASS 4 *	5.00	EA	167.00	EA	835.00
44	POLE WOOD 40'CL2-MC CCA 40' CLASS 2	23.00	EA	288.00	EA	6,624.00

Line	Product and Description	Order Quantity	Qty UM	Unit Price	Price UM	Amount(Net)
45	POLE WOOD 45'CL2-MC CCA 45' CLASS 2	14.00	EA	348.00	EA	4,872.00
46	6SD.CU.TXR250NRR WIRE CU #6 SD INSULATED TXRSOLRSR250'NRR	250.00	FT	0.90	FT	225.00
47	CW44-6 WASHER SQUARE CURVED 4X4 - 5/8 & 3/4" CECO	50.00	EA	3.25	EA	162.50
48	J1076 WASHER SQ 2-1/4X2-1/4 X13/16 W/13/16" HOLE ***FPL'S MAX BOXED WEIGHT = 40LBS APPROX QTY 200***	200.00	EA	0.30	EA	60.00

48	Lines Total	Total Order Quantity	4,517.00		Subtotal	55,224.20
					Taxes	0.00
					Total	55,224.20



STUART C IRBY BR743 KENNESAW
 1025-A COBB INTERNATIONAL PLACE
 SUITE A
 KENNESAW GA 30152
 770-422-1005 Fax 770-427-8455

Quotation

QUOTE DATE	ORDER NUMBER
04/19/21	S012396300
REMIT TO: STUART C IRBY CO POST OFFICE BOX 741001 ATLANTA GA 30384	PAGE NO. 1

SOLD TO:
 CITY OF OXFORD
 110 W. CLARK STREET
 OXFORD, GA 30054-2274

SHIP TO:
 CITY OF OXFORD
 110 W. CLARK STREET
 OXFORD, GA 30054-2274
 770-786-7004

ORDERED BY:

CUSTOMER NUMBER		CUSTOMER ORDER NUMBER		JOB/RELEASE NUMBER		OUTSIDE SALESPERSON	
128681						Gregory T Blankenshi	
INSIDE SALESPERSON		REQD DATE		FRGHT ALLWD		SHIP VIA	
Todd E Horto		04/19/21		No			
ORDER QTY	SHIP QTY	LINE	DESCRIPTION			Prc/UOM	Ext Amt
20EA		1	MACL AC86 CLAMP SUS/ANGLE ALUM ----- STANDARD PACKAGE = 20 ----- LEAD TIME = 10-12WKS -----			26.750EA	535.00
25EA		2	MACL RALS-1N #4 ANGLE SUSP CL ----- STANDARD PACKAGE = 25 ----- LEAD TIME = 8-10WKS -----			10.650EA	266.25
60EA		3	MACL HDSO47 HOT LINE DEADEND CLAMP AL SIDE OPENING .19 -.47" #6-2/0 ACSR ----- STANDARD PACKAGE = 20 ----- LEAD TIME = 8-10WKS -----			11.500EA	690.00
2250FT		4	GUY 3/8 UG CLS-A 250' COIL A475 ----- ITEM IS IN STOCK -----			380.000M	855.00
*** Continued on Next Page ***							



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Quotation

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ORDERED BY:

CUSTOMER NUMBER	CUSTOMER ORDER NUMBER	JOB/RELEASE NUMBER	OUTSIDE SALESPERSON
128681			Gregory T Blankenshi
INSIDE SALESPERSON	REQD DATE	FRGHT ALLWD	SHIP VIA
Todd E Horto	04/19/21	No	

ORDER QTY	SHIP QTY	LINE	DESCRIPTION	Prc/UOM	Ext Amt
28EA		5	MACL D104-6 10" HELIX ANCHOR FOR 3/4 -1" ROD STANDARD DUTY 6000# TORQUE RATING ----- STANDARD PACKAGE = 4 ----- LEAD TIME = 8-10WKS -----	38.750EA	1085.00
2EA		6	*PUPI DA2500096E3B7X2 8FT FIBERGLA DEADEND ----- LEAD TIME = 6-8WKS -----	278.000EA	556.00
2EA		7	*PUPI TB200009604X2 8FT. BRACELESS FIB. TANGENT XARM ----- LEAD TIME = 3-4WKS -----	168.000EA	336.00
36EA		8	MACL ZHP010-0000000 10KV SRG ARST ----- LEAD TIME = 4-6WKS -----	37.500EA	1350.00
25EA		9	*POHA P9410 5/8 X 10 OVAL EYE BOLT ----- STANDARD PACKAGE = 25 ----- ITEM IS IN STOCK -----	2.550EA	63.75
*** Continued on Next Page ***					



STUART C IRBY BR743 KENNESAW
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 KENNESAW GA 30152
 770-422-1005 Fax 770-427-8455

Quotation

QUOTE DATE	ORDER NUMBER
04/19/21	S012396300
REMIT TO: STUART C IRBY CO POST OFFICE BOX 741001 ATLANTA GA 30384	PAGE NO. 3

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ORDERED BY:

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128681			Gregory T Blankenshi
INSIDE SALESPERSON	REQD DATE	FRGHT ALLWD	SHIP VIA
Todd E Horto	04/19/21	No	

ORDER QTY	SHIP QTY	LINE	DESCRIPTION	Prc/UOM	Ext Amt
50EA		10	*POHA P9412 5/8 X 12 OVAL EYE BOLT ----- STANDARD PACKAGE = 25 ----- LEAD TIME = 2-3WKS -----	2.650EA	132.50
50EA		11	*POHA P8810 5/8 X 10 MACHINE BOLT ----- STANDARD PACKAGE = 50 ----- ITEM IS IN STOCK -----	1.060EA	53.00
200EA		12	*POHA P8812 5/8 X 12 MACHINE BOLT HO ----- STANDARD PACKAGE = 50 ----- ITEM IS IN STOCK -----	1.250EA	250.00
5EA		13	MACL J25256.1 LINE POST BRKT ----- STANDARD PACKAGE = 5 ----- LEAD TIME = 4-5WKS -----	25.500EA	127.50
*** Continued on Next Page ***					



STUART C IRBY BR743 KENNESAW
 1025-A COBB INTERNATIONAL PLACE
 SUITE A
 KENNESAW GA 30152
 770-422-1005 Fax 770-427-8455

Quotation

QUOTE DATE	ORDER NUMBER
04/19/21	S012396300
REMIT TO: STUART C IRBY CO POST OFFICE BOX 741001 ATLANTA GA 30384	PAGE NO. 4

SOLD TO:
 CITY OF OXFORD
 110 W. CLARK STREET
 OXFORD, GA 30054-2274

SHIP TO:
 CITY OF OXFORD
 110 W. CLARK STREET
 OXFORD, GA 30054-2274
 770-786-7004

ORDERED BY:

CUSTOMER NUMBER	CUSTOMER ORDER NUMBER	JOB/RELEASE NUMBER	OUTSIDE SALESPERSON
128681			Gregory T Blankenshi
INSIDE SALESPERSON	REQD DATE	FRGHT ALLWD	SHIP VIA
Todd E Horto	04/19/21	No	

ORDER QTY	SHIP QTY	LINE	DESCRIPTION	Prc/UOM	Ext Amt
30EA		14	*SFRM SF-12L SINGLE PHASE 25KV ARRESTER/CUTOUT T-BRACKET ----- ITEM IS IN STOCK	15.250EA	457.50
2EA		15	*ACMA AMI-53 HANGER SWITCH & ARRESTER 3 PHASE ----- ITEM IS IN STOCK	74.250EA	148.50
60EA		16	*POHA P1300 DEAD END CEVIS HOT DIP G ----- STANDARD PACKAGE = 12 ----- ITEM IS IN STOCK	3.650EA	219.00
50EA		17	MACL C-1520 HOT LINE CLAMP, 2/0 STR to 8 SOL COPPER RANGE .128-.398 ----- STANDARD PACKAGE = 50 ----- LEAD TIME = 4-6WKS	7.800EA	390.00
2EA		18	*ALFO 6M3-6 CLUSTER MOUNT ----- LEAD TIME = 1-2WKS -----	125.000EA	250.00
*** Continued on Next Page ***					



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128681			Gregory T Blankenshi		
INSIDE SALESPERSON	REQD DATE	FRGHT ALLWD	SHIP VIA		
Todd E Horto	04/19/21	No			
ORDER QTY	SHIP QTY	LINE	DESCRIPTION	Prc/UOM	Ext Amt
36EA		19	*POHA SIL115-195-PN 15KVA CUTOUT WITH PARALLEL GROVE CLAMP AND NEMA BRKT ----- ITEM IS IN STOCK	63.500EA	2286.00
100EA		20	+LINE OEN58 5/8 OVAL EYENUT ----- STANDARD PACKAGE = 100 ----- ITEM IS IN STOCK	1.400EA	140.00
25EA		21	*COPS 21020 20AMP KS FUSE ----- STANDARD PACKAGE = 25 ----- LEAD TIME = 8-10WKS	5.250EA	131.25
25EA		22	*COPS 21005 5AMP FUSE ----- STANDARD PACKAGE = 25 ----- LEAD TIME = 8-10WKS	5.250EA	131.25
*** Continued on Next Page ***					



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128681			Gregory T Blankenshi
INSIDE SALESPERSON	REQD DATE	FRGHT ALLWD	SHIP VIA
Todd E Horto	04/19/21	No	

ORDER QTY	SHIP QTY	LINE	DESCRIPTION	Prc/UOM	Ext Amt
50EA		23	*HELI HD-522 DEADEND DIST GRIP ----- STANDARD PACKAGE = 50 ----- LEAD TIME = 3-4WKS -----	3.150EA	157.50
200EA		24	*HELI HG-210-3/8 DEADEND GUY GRIP ----- STANDARD PACKAGE = 50 ----- ITEM IS IN STOCK -----	3.100EA	620.00
19EA		25	*CEMO 70380343 CM WILDLIFE BIRDCUARD ----- ITEM IS IN STOCK -----	4.500EA	85.50
50EA		26	*ELEM 707YTIE 8' YELLOW GUY GUARD ----- STANDARD PACKAGE = 25 ----- ITEM IS IN STOCK -----	2.550EA	127.50
*** Continued on Next Page ***					



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128681			Gregory T Blankenshi
INSIDE SALESPERSON	REQD DATE	FRGHT ALLWD	SHIP VIA
Todd E Horto	04/19/21	No	

ORDER QTY	SHIP QTY	LINE	DESCRIPTION	Prc/UOM	Ext Amt
6EA		27	+ITEV 62253 HORIZONTAL CLAMP TOP 23KV INSULATOR ----- STANDARD PACKAGE = 3 ----- LEAD TIME = 8-10WKS -----	48.500EA	291.00
36EA		28	*POPR 366-S LOW VLG PINTYPE INSLT ANSI 55-4 ----- STANDARD PACKAGE = 12 ----- LEAD TIME = 1-2 WKS -----	450.000C	162.00
100EA		29	*POHA P532G P53-2G POWER LINE ----- STANDARD PACKAGE = 50 ----- ITEM IS IN STOCK -----	0.720EA	72.00
48EA		30	*POHA P8215-S 15KV POLYMER SUSPENSION INSULATOR ----- STANDARD PACKAGE = 16 ----- ITEM IS IN STOCK -----	10.950EA	525.60
*** Continued on Next Page ***					



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128681						Gregory T Blankenshi	
INSIDE SALESPERSON		REQD DATE		FRGHT ALLWD		SHIP VIA	
Todd E Horto		04/19/21		No			
ORDER QTY	SHIP QTY	LINE	DESCRIPTION			Prc/UOM	Ext Amt
50EA		31	MACL GCC15-60R2 GUY STRAIN INSULATOR 15000# 60" LONG WITH ROLLER ON EACH END ----- STANDARD PACKAGE = 10 ----- LEAD TIME = 8-10WKS -----			34.500EA	1725.00
150EA		32	*PEUN GSE-C1-TN TRANSFORMER GROUNDING LUG; TIN PLATED ----- STANDARD PACKAGE = 150 ----- ITEM IS IN STOCK -----			2.250EA	337.50
6EA		33	*GE 5501AB0080 1PH CONV POLE-MT 100KVA HV: 7200/12470Y LV: 120/240 2-BUSHING ----- LEAD TIME = 12-14WKS -----			2810.000EA	16860.00
1EA		34	*GE QAMW754 (5501AB0015) 15KVA XFM 1PH CONV POLE-MT HV: 7200/12470Y LV: 120/240 2-BUSH ----- ITEM IS IN STOCK -----			595.000EA	595.00
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128681						Gregory T Blankenshi	
INSIDE SALESPERSON		REQD DATE		FRGHT ALLWD		SHIP VIA	
Todd E Horto		04/19/21		No			
ORDER QTY	SHIP QTY	LINE	DESCRIPTION			Prc/UOM	Ext Amt
13EA		35	*GE QAMW755 (5501AB0025) 25KVA XFM CONV POLE-MT HV: 7200/12470Y LV: 120/240 2-BUSH ----- LEAD TIME = 12-14WKS -----			758.000EA	9854.00
30EA		36	MACL J740Z PIN PT W/NA THD ----- STANDARD PACKAGE = 15 ----- LEAD TIME = 4-6WKS -----			9.450EA	283.50
25EA		37	MACL J203Z PIN X ARM W/NA THD ----- STANDARD PACKAGE = 25 ----- LEAD TIME = 4-6WKS -----			5.750EA	143.75
50EA		38	HPS GEP5 PLATE; POLE EYE ----- STANDARD PACKAGE = 25 ----- LEAD TIME = 4-6WKS -----			8.400EA	420.00
25EA		39	MACL D75D 3/4X7 TWINEYE ANCHOR ROD ----- ITEM IS IN STOCK -----			23.300EA	582.50
*** Continued on		Next Page ***					



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INSIDE SALESPERSON	REQD DATE	FRGHT ALLWD	SHIP VIA
Todd E Horto	04/19/21	No	

ORDER QTY	SHIP QTY	LINE	DESCRIPTION	Prc/UOM	Ext Amt
200EA		40	MACL J8754TP 1/2X4 LAG SCREW TWIST DRIVE, DRIVE POINT ----- STANDARD PACKAGE = 200 ----- ITEM IS IN STOCK -----	0.760EA	152.00
25EA		41	MACL HLS-2/0 HL STIRRUP ----- STANDARD PACKAGE = 25 ----- LEAD TIME = 3-4WKS -----	11.900EA	297.50
100EA		42	MACL J25247.1 SHRT LINE POST STUD 5/8 X 1-3/4" ----- STANDARD PACKAGE = 100 ----- LEAD TIME = 4-6WKS -----	4.800EA	480.00
25EA		43	MACL D6562A ANCHOR EYENUT POWER SCREW ----- STANDARD PACKAGE = 25 ----- LEAD TIME = 4-6WKS -----	9.400EA	235.00
*** Continued on Next Page ***					



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128681						Gregory T Blankenshi	
INSIDE SALESPERSON		REQD DATE		FRGHT ALLWD		SHIP VIA	
Todd E Horto		04/19/21		No			
ORDER QTY	SHIP QTY	LINE	DESCRIPTION			Prc/UOM	Ext Amt
5LN		44	*ELEM PE2UG10ST U-GUARD 2" X 10FT HDPE (1500' PER PALLET) (PRICE PER LENGTH) (ALT UOM PER FT) (1LN=10FT) (1EA=1 LENGTH) ----- ITEM IS IN STOCK			9.700LN	48.50
250FT		45	COND 6 SD POLY RISER SOL TRANS 250FT ----- STANDARD PACKAGE = 250FT ----- ITEM IS IN STOCK			710.000M	177.50
50EA		46	MACL CW-44-6 4X4 CURV WASHER ----- STANDARD PACKAGE = 50 ----- LEAD TIME = 4-6WKS			3.400EA	170.00
200EA		47	MACL J1076 3/16X2-1/4 SQ WASHER 13/16 HOLE ----- STANDARD PACKAGE = 200 ----- ITEM IS IN STOCK			0.320EA	64.00
*** Continued on Next Page ***							



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128681						Gregory T Blankenshi	
INSIDE SALESPERSON		REQD DATE		FRGHT ALLWD		SHIP VIA	
Todd E Horto		04/19/21		No			
ORDER QTY	SHIP QTY	LINE	DESCRIPTION			Prc/UOM	Ext Amt
400EA		48	MACL J1075 3/16X2-1/4 SQ WASHER 11/16 HOLE ----- STANDARD PACKAGE = 200 ----- ITEM IS IN STOCK -----			0.360EA	144.00

*** This is a quotation ***

Prices firm for acceptance within 30 days with the exception of commodity prices which are subject to change daily. Quotation is void if changed. Complete quote must be used unless authorized in writing.

OUR PRODUCT AND SERVICES ARE SUBJECT TO, AND GOVERNED EXCLUSIVELY BY, OUR TERMS AND CONDITIONS OF SALE, WHICH ARE INCORPORATED HEREIN AND AVAILABLE AT www.irby.com/terms. ADDITIONAL OR CONFLICTING TERMS ARE REJECTED, VOID AND OF NO FORCE OR EFFECT.

Subtotal	45064.35
S&H CHGS	0.00
Sales Tax	0.00
TOTAL	45064.35

** Reprint ** Reprint ** Reprint **

City of Oxford
Invoices >=\$1,000
Paid in April 2021

VENDOR	DESCRIPTION	AMOUNT
RECURRING CHARGES		
Newton County Board of Commissioners	Water Purchase March 2021; Invoice #2820	17,401.00
Newton County Water & Sewerage Authority	Sewer Treatment Fees, 2/25/2021 – 3/30/2021	6,164.17
Newton County BOC – Landfill	Commercial brush recycling March 2021	1,109.60
City of Covington	Quarterly Sewer Fees, Jan-Mar 2021	10,080.00
Georgia Municipal Association	GMEBS Life and Health Insurance Billing for May 2021; Invoice #310858	14,605.22
Georgia Municipal Association	GIRMA Insurance Renewal 2021-2022	42,869.00
Georgia Municipal Association	GMEBS Retirement Trust Fund Employer Contributions April 2021	5,681.33
Georgia Municipal Association	Workers Comp Audited Premium Balance 2020	3,338.00
Georgia Environmental Finance Authority (GEFA)	Monthly Payment on Loan 2016L06WQ April 2021	4,556.05
Southeastern Power Administration (SPA)	SEPA Energy Cost (March 2021) Inv. #B-21-1455	2,890.04
Municipal Electric Authority of Georgia (MEAG)	Monthly Electric Purchases for March 2021 (net of \$71,058 YES; actual bill is \$87,621.08)	16,563.08
Electric Cities of Georgia	Consulting and planning services for April 2021	4,938.00
IRS	Federal Payroll Taxes, April 2021	11,336.82
Bureau Veritas	Building inspection services, inv. #1563904	1,267.50
Utility Service Co., Inc.	Quarterly water tank inspection – inv. #531997	3,122.62
Latham Home Sanitation	Commercial Waste Removal Services March 2021	7,361.18
VC3 (formerly Sophicity)	April charges for software and hardware support; invoice #60312	2,057.31

VENDOR	DESCRIPTION	AMOUNT
PURCHASES/CONTRACT LABOR		
McNair McLemore Middlebrooks & Co.	Marcia 2021 professional financial services, invoice #91912	1,450.00
C. David Strickland	Legal services, March 2021 – inv. #13697, 13698, 13699, 13700	1,410.00
Allen's Landscaping	Transplant dogwood trees, P.O. 13983	1,000.00
Buck Jones Nursery	Dogwood trees, 1008 Emory Street	1,562.94
Sunbelt Rentals	Backhoe rental for installation of dogwoods	1,566.60
The Hall Company	Utility bill forms and envelopes – P. O. #13951	1,884.87
Covington Ford	Replaced rear end axle – police vehicle #4, invoice # 39193	1,615.00
Oxford Historical Cemetery Foundation, Inc.	Seven (7) interment spaces sold	3,500.00
Scarborough Tree, Inc.	Removal and trimming trees leaning over house at 304 Collingsworth St. on ROW – P. O. #13965	2,700.00
Jordan Engineering	Bid opening for Longstreet Circle project – inv. #16364	1,200.00
Sensus USA, Inc.	20 registers for water meters - P.O. #13949	1,090.71