



**OFFICIAL MINUTES OF THE OXFORD MAYOR AND COUNCIL MEETING
REGULAR MEETING
MONDAY, July 11, 2016 – 7:00 P.M.
CITY HALL
Minute Summary**

MEMBERS PRESENT: JERRY D. ROSEBERRY, MAYOR; COUNCILMEMBERS: JIM WINDHAM; SARAH DAVIS; GEORGE HOLT; DAVID EADY; MELVIN BAKER; MIKE READY WAS REPRESENTING THE CITY AT THE MEAG ANNUAL MEETING.

OTHERS PRESENT: Bob Schwartz, City Manager; Dave Harvey, Police Chief; David Strickland, City Attorney; Lauran Willis, City Clerk; Jody Reid, Utility Superintendent; Hoyt and LaTrelle Oliver, Peggy Madden, Judy Greer, Jeff Wearing, Anderson Wright, Penny Windham, Miriam Hall.

The meeting was called to order by the Hon. Jerry D. Roseberry, Mayor and the invocation given by Hoyt Oliver.

Pledge of Allegiance:

A motion was made by Baker, seconded by Windham to accept the Agenda for the July 11, 2016 Mayor and Council Regular Meeting. The motion was approved 6/0.

Mayor Roseberry announced Miriam Hall as the Honorary Councilmember for July and presented her with a proclamation as appreciation for her participation.

A motion was made by Eady, seconded by Davis to approve the Minutes of the June 6, 2016 Regular Meeting. The motion was approved 6/0.

A motion was made by Holt, seconded by Eady to approve the Minutes of the June 20, 2016 Work Session. The motion was approved 6/0.

A motion was made by Eady, seconded by Windham to accept the Minutes of the April 12, 2016 Planning Commission. The motion was approved 6/0.

PLANNING COMMISSION RECOMMENDATIONS/PETITIONS

There were no new recommendations from the planning commission.

CITIZENS COMMENTS/CONCERNS

Judy Greer and Anderson Wright thanked everyone for their hard work and participation in the July 3rd

Historical Society and Lions Club Picnic as well as the July 4th preparations and events stating the parade was a great success.

Mayor Reports

Mayor Roseberry thanked all of the employees and volunteers for their hard work in making this year's July 4th a big success.

July 4th Parade

City Clerk Lauran Willis gave an update on the parade paying special notice and thanks to Mayor and Council for their participation; the Shane Millwood Band for music; Jane and James O'Toole who performed the National Anthem; 2016 Parade Marshall Jim Watterson; and all of the other volunteers and vendors who participated. The parade and events went very well.

DDA ad hoc Study Committee

City Manager Bob Schwartz reported the study is ongoing and is almost complete. Mike Ready will give an update at the Work Session next week when he returns.

Millage Rate

City Manager Bob Schwartz presented a copy of the Public Notice that appeared in the Covington News explaining we are required to adopt the millage rate at a public meeting. The rollback rate is 7.23 mills; down from the 7.76 for FY2015. State Law requires us to conduct three public hearings if we plan to adopt the millage rate higher than the rollback rate. Based on statistics he recommended the city adopt the millage at the County Assessed Rollback rate of 7.23.

A motion was made by Windham, seconded by Holt to adopt the millage at the rollback rate of 7.23 mills.

The motion was approved 6/0.

Off System Safety Grant

City Manager Bob Schwartz presented estimates on the cost of stamped concrete raised pedestrian crosswalks compared to brick crosswalks and summarized the cost compared to the grant total from GDOT. After review and discussion.

A motion was made by Eady, seconded by Windham to accept the bid from Designed Installations by Jim Williams in the amount of \$37,150 and the total project cost of \$49,150 with a local match of \$19,150. The motion was approved 6/0.

104 West Watson

City Manager Bob Schwartz said we are requesting Council approval to proceed with the demolition of the house on 104 West Watson which is in the Asbury Street Park tract. We received two proposals for this work in February. Enviroprobe at \$9,500 and Designed Installations at \$9,400. We are checking to see if these prices are still valid and, if so, we will issue a purchase order to Designed Installations. The asbestos abatement has already been done.

A motion was made by Eady, seconded by Baker to accept the bid from Designed Installations by Jim Williams in the amount of \$9,400. The motion was approved 6/0.

Other Business

Mayor Roseberry asked City Attorney David Strickland for an update on the property at 1002 E. Clark Street. Strickland said all of the law firms he is working with have given approval for the demo. He is waiting to hear back from the defendant's attorney for final confirmation in hand. He said the city should be good to start on the demo. Councilmember Baker said we should obtain pictures before anything is demolished. Mayor Roseberry asked City Manager Schwartz to get pictures and bids for the demo for Council to decide on at the Work Session.

Invoice Approval**INVOICES OVER \$1,000.00**

VENDOR	DESCRIPTION	AMOUNT
City Oxford Utilities	City Hall/Maintenance Facility/Old Church/Pump Station on Richardson Utilities for (June)	1,634.70
Georgia Municipal Association	2016 -2017 Membership Dues	1,300.67
GMEBS Retirement	Employee Retirement Fund (July)	6,527.91
Humana	Health Insurance (July)	7,702.02
Latham Home Sanitation	Monthly waste removal services (June)	5,636.10
NaturChem	Brush Control Services for Trail	1,600.00
NaturChem	Brush Control Services Future Park @ Asbury	1,350.00
Newton County BOC	Cornish Creek Water Fund (May)	12,665.00
Newton County BOC	Cornish Creek Water Fund (June)	15,598.00
Newton County Water & Sewer	Sewer charges for (May)	5,690.44
Northeast Georgia Regional Com.	FY2017 Per Capita Dues	2,262.00
Sophicity	IT in a Box (July)	1,701.68
Southeastern Power Administration	SEPA energy cost	3,016.57
PURCHASES/CONTRACT LABOR		
Air Conditioning Specialist Inc.	Repair two units, Police Dept and 2 nd floor break room	1,361.00
Anixter Inc.	End Poles for Emory's underground project.	2,805.00
Arbor Equity Inc.	Tree Pruning various	2,325.00
Card Services/Master Card	Hotel Fee for GRW Conference for Jody and Scottie/Honorary Council Lunch/Flags & Flagpoles for Emory Street/Miscellaneous parade supplies/coffee, etc.	2,524.14
Irby Electrical Distributor	Conduit for Underground project for Emory	10,865.00
Irby Electrical Distributor	Materials for Underground project for Emory/Cable w/260 MIL Insulation, 1/3 Copper & Overall Jacket	33,660.00
M. Qader Baig	Legal Services, Solicitor Municipal Court, April, May and June.	1,200.00
Scarborough Tree Service	Remove large Oak from ROW on Fletcher & Wesley	3,000.00
Sensus	16 – ¾" water meters	1,830.10
Steven A. Hathorn	Legal Services Municipal Judge Jan-March 2016	1,250.00

Utility Services Co., Inc.	Quarterly Tank Maintenance	2,715.32
Woco Pep Oil	Fuel for city vehicles and equipment	2,435.04
APPROVED CONTRACTS		
Ace/Kimble Services	Repair Deck and Benches Old Church	1,125.00
Ace/Kimble Services	6" Sewer tap and bore road @ 1204 W. Soule St.	3,450.00
AT&T	Remove & Relocate Aerial Copper Cables & Service Wire for College Underground	11,356.92
Carr, Rahn & Associates, Inc.	Appraisal Report Update 1002 Emory Street	2,000.00
Church Street Services	City of Oxford Special Projects April 30 – May 31	2,324.70
Jarod Environmental	Backflow for new cafeteria for college (not to be reimbursed, part of tap fee cost)	1,566.00
Jordan Engineering	Professional Engineering/George St. Trail/Moore St. Sidewalk, data collection rights-of-way survey.	4,407.50
Jordan Engineering	Research, data management, and platting to prepare sidewalk easement across Emory property for Moore St. sidewalk project./Topo & locate specimen trees/work on boundary line resolution, evaluation & ROW mapping/Sewer route mapping (Areas 1 & 3)	9,730.00
Marable-Pirkle, Inc.	Provide labor and Equipment for Pole Change out and System Upgrade Bonnell St. 100% complete	37,242.30
Marable-Pirkle, Inc.	Change Order#1: Provide labor & Equip for Emory College Underground Installation, Transformer relocation.	2,956.68
Sumner Meeker, LLC	Professional services/Emory Street- June	2,895.00
University of Georgia	Special Projects Study, Part 1	4,092.00

After review and questions:

A motion was made by Holt, seconded by Windham to approve payment of the invoices. The motion was approved 6/0.

A motion was made by Eady, seconded by Baker to adjourn the meeting at 7:32 PM. The motion was approved 6/0.

Respectfully submitted,



Lauran S. Willis, CMC/FOA
City Clerk