

**OXFORD MAYOR AND COUNCIL
REGULAR MEETING
MONDAY, JUNE 5, 2017 – 7:00 P.M.
CITY HALL
A G E N D A**

PUBLIC HEARING – 7:00 PM

Rezoning Request - The Planning Commission recommends approval of the request from Oxford College to rezone the lot at 805 Whatcoat Street from R-20 to Institutional and with conditions recommends approval to rezone the lot at 107 George Street.

1. Call to Order, Mayor Jerry D. Roseberry
2. Invocation
3. Pledge of Allegiance
4. Motion to accept the Agenda for the June 5, 2017 Mayor and Council Regular Meeting
5. **Honorary Councilmember** – Councilmember Davis appointed Darryl Welch as the honorary councilmember for June.
6. **CONSENT AGENDA**
 - a. * Motion to approve the Minutes of the Regular Meeting of May 1, 2017.
 - b. * Motion to approve the Minutes of the Work Session May 15, 2017.
 - c. * Motion to accept the Minutes of the Planning Commission for April 11, 2017.
7. Planning Commission Recommendations/Petitions.
8. Citizen Concerns
9. Mayor's Report
10. * **Rezoning Request** – The Planning Commission recommends approval of the request from Oxford College to rezone the lot at 805 Whatcoat Street from R-20 to Institutional and with conditions recommends approval to rezone the lot at 107 George Street. If the rezoning is approved, the College will return to the Planning Commission with a development permit application for the construction of a parking lot. We have attached a copy of the Public Hearing Notice and a copy of the parking schematic submitted by the College.

11. * **Pierce Street** – Kendra Mayfield will return to request the approval of City Council for improvements by Oxford College to Pierce Street. We have attached a pdf of the PowerPoint presentation.
12. **Grand Marshal for July 4th** – We need to nominate and approve a Grand Marshal for the July 4th Parade.
13. * **Operating Budget and Capital Budget for FY2018** – We have attached the Operating and Capital Budgets for FY2018 for approval. We have attached the Budget Resolution along with the Career Ladder Plan to be added to our Employee Handbook.
14. * **Assistant City Manager Job Description** – We have attached the job description for the new position of assistant city manager. We recommend approval by City Council.
15. **DDA Projects Discussion** – Mayor Roseberry has requested that Council discuss the City’s commitments to the new DDA, particularly covering the E. Clark project.
16. * **Utility Pole Inspection and Replacement** – The FY2017 capital budget included this project. We completed the pole inspections finding 20 poles that need to be replaced. We are going to use our crew to replace 10 and have 10 that need to be replaced by a contractor. We have attached two bids and recommend Council approve a purchase order for the low bid from Over and Under Contractors for \$23,240.
17. * **106 West Watson Street** – This is the last parcel in the Asbury Street Park. We have completed the asbestos assessment and found asbestos in the wall board and joint compound, the kitchen tile, and all the exterior siding. We received two bids to abate the asbestos and demolish the house. We recommend Council approve a purchase order of the low bid from Enviroprobe, LLC for \$18,750.
18. Invoice Approval
19. **Executive Session** – Personnel and real estate matters.
20. Adjourn

ANNOUNCEMENTS

- The July 3rd regular meeting has been rescheduled to July 10th so that it does not interfere with the parade preparations and the picnic.

INVOICES OVER \$1,000.00

VENDOR	DESCRIPTION	AMOUNT
MONTHLY		
City Oxford Utilities	City Hall/Maintenance Facility/Old Church/Pump Station on Richardson Utilities for (May)	2,324.63
Georgia Municipal Association	Employee Retirement Contributions (May)	6,527.91

BCBS	Health Insurance (May)	8,215.37
City of Covington	Quarterly Sewer Service	10,992.00
Latham Home Sanitation Co. Inc.	Monthly curbside service for May	5,636.10
Newton County BOC	Water Purchase Cornish Creek Water Fund for April	14,849.00
Newton County Water & Sewer	Monthly Sewer charges 03/30/17 – 04/27/2017	6,720.36
Sophicity	IT in a Box (May) Invoice 8484	1,752.60
Sophicity	IT in a Box (June) Invoice 8596	1,752.60
Southeastern Power Admin.	SEPA energy cost (April)	3,392.28
PURCHASES/CONTRACT LABOR		
Apollo Staffing	Temp services from week ending 5/5/2017	1,099.08
Burford's	Powerline Tree Trimming Week ending 4/22/2017	3,714.40
Burford's	Powerline Tree Trimming Week ending 4/29/2017	3,714.40
Gresco	15 Utility Poles	2,841.00
David Strickland P.C.	Professional Services Inv# 11950/11953/11952	4500.00
David Strickland P.C.	Professional Services Inv# 12010 May	3924.12
MasterCard Services	Election training 2/City Manager's & Honorary Council lunch/Apprenticeship training + hotel fees for Jay/Chiefs annual membership dues + other misc.	1,584.89
MasterCard Services	4 folding tables/health ins luncheon/supplies, lunch and snacks for DDA training/Asbury Park Committee/ECG Conference registration for Jody/4 th July promo items/ 2017 Chiefs conference and registration fees + other.	1,822.47
Piedmont Preservation	DDA Training	1,184.81
The Hall Company	Laser Utility Bills and Envelopes	1,574.94
Treadwell, Tamplin & Co.	Professional Services Interim billing for FY2016 Audit	15,000.00
Woco Pep Oil, Inc.	Fuel + HTF Power Tran (April)	3,262.26
APPROVED CONTRACTS		
Erik Oliver	Restore Methodist Shrine marker at City Hall and 1960 Brick Monument at Whatcoat Street	3,250.00
Gerald Whitley & Son	Cabinets/countertop installed & finished Clerks Office	3,875.00
Gerald Whitley & Son	Paint Fuel Tank/primer/2 coats finish/wash concrete pad	3,125.00
Harris Local Government	Annual Software Maintenance of all modules & support	19,144.00
HCS Services, LLC	Install water service Airport road/Oxford N., Fletcher St and 2 Sewer tap cleanouts	4,725.00
HCS Services, LLC	Install Sewer tap on Wesley street	2,150.00
Jordan Engineering	Resch & Prepare water line construction estimates Invoice #14120/ Review, update and issue 29 sewer easement exhibits for Sewer Areas 1 & 3, Invoice 14119, Estimates for new sidewalks, sidewalk design overlay etc.	1,125.00
Scarborough Tree	Remove dead pine 510 Haygood/Dead Oak at 402 Moore Street, Oak at Wesley, Dead pines in cemetery, Queen Ann and Wesley Street.	4,800.00
Southland Paving Co. LLC	Asphalt Patching, E. Richardson, W. Richardson, Oxford Drive, Oxford North, Wentworth Drive, Longstreet Circle	24,995.42