

**OXFORD MAYOR AND COUNCIL
REGULAR MEETING
MONDAY, MAY 6, 2019 – 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. Motion to accept the Agenda for the May 6, 2019 Mayor and Council Regular Meeting.
5. **CONSENT AGENDA**
 - a. * Minutes of the Regular Session April 1, 2019.
 - b. * Minutes of the Work Session April 15, 2019.
 - c. * Minutes of Planning Commission March 12, 2019.
 - d. * Minutes of Trees, Parks, & Recreation February 12, 2019.
 - e. * Minutes of Downtown Development Authority March 28, 2019.
6. Mayor's Report.
7. Planning Commission Recommendations/Petitions.
8. Citizen Concerns.
9. * **State-wide Pole Attachment Agreements** – Electric Cities of Georgia has recently renegotiated the new Pole Attachment License Agreements for Distribution Poles with both Verizon Wireless and New Cingular Wireless. We have attached the new agreements with New Cingular and Verizon.
10. * **Change Order for N. Emory Sewer Project** – During construction of the sewer main, the contractor encountered rock near the sewer tie-on at the Dried Indian Creek outfall. In order to lay the main through the rock, the contractor had to remove 119 cubic yards of rock in excess of what was originally planned. We have attached the change order for this work.
11. * **Emory Street Sidewalk Project** – The Georgia Department of Transportation has granted permission for the city to move forward with advertising for the project. Before advertising, the city will need to consider contracting with a third-party engineering firm to provide construction administration and materials testing services for the project. The city issued a Request for Proposals and received two proposals in return. We recommend that Council award the contract to Keck & Wood for \$41,500.

12. * **Moore Street Sidewalk Project** – The City Engineer has completed the civil plans for the Moore Street Sidewalk Project. The plans include installing a sidewalk along the south side of Moore Street from Longstreet Circle east to Haygood Street, and extending the existing sidewalk located on the north side of Moore Street to Emory Street. We have attached a copy of the plans for Council review and approval.

13. * **Resolution to Create the Electric Capital Project Fund** – Council will discuss whether to adopt the resolution to create the Electric Capital Project Fund. The fund will pay for projects specifically related to the maintenance of the city’s electric infrastructure. We have attached a copy of the resolution.

14. ***Resolution to Create the Water and Sewer Capital Project Fund** – Council will discuss whether to adopt the resolution to create the Water and Sewer Capital Project Fund. The fund will pay for projects specifically related to the maintenance of the city’s water and sewer infrastructure. We have attached a copy of the resolution.

15. * **Electric System Improvements** – The FY2019 Capital Budget includes \$160,000 for a project to replace equipment, wires, switches, and poles along Williams Street, Oxford North Road, W. Clark Street, and a section of Longstreet Circle. We recommend that Council award the purchase order to Over and Under Contractors, Inc. at \$91,601.40 to complete the work and Gresco at \$32,322.15 for all materials associated with the project. We have attached the quotes.

16. * **Bureau Veritas February 2019 Invoice** – Last year, the city contracted with Bureau Veritas to provide building inspection services. Per the contract, the city agreed to a 75% and 25% split of the fees as payment for the service. The city collects all the fees and then remits the contracted portion to Bureau Veritas. The invoice reflects the amount that must be remitted for services provided for the month of February. We have attached the invoice coupled with a detailed description of the work performed.

17. Invoice Approval

INVOICES OVER \$1,000.00

VENDOR	DESCRIPTION	AMOUNT
MONTHLY		
*Blue Cross Blue Shield	Health Insurance Employees (05/1/2019 – 06/1/2019)	7,491.82
*City of Oxford Utilities	Monthly utility charges month of March 2019	1,263.51
*Georgia Municipal Association	GMEBS/Retirement Trust Fund (April Inv. 355220)	6,491.75
*Master Card	Mastercard charges for Hotel fees court clerk training (Angela); Office Cleaning supplies; Hotel Fees Lineman Training (Jay) other miscellaneous.	1,283.23
*Newton County Board of Commissioners	Water Purchase Month of March 2019 Inv 2536	13,830.00

*Newton County Water & Sewerage Authority	Monthly Sewer Charges for March 2019	6,660.73
Sophicity	Monthly IT Support Month of March Inv 11085	1,858.60
*Southeastern Power Admin.	SEPA energy cost (March) Inv. B-19-1507	3,372.35
PURCHASES/CONTRACT LABOR		
*AT & T	Monthly Phone Services Bill Date 03/29/2019	1,008.29
*Consolidated Monthly Municipal Court	Court Fees for Month of March 2019	1,007.31
*E.F. (Tres) Thomas III P.E.	2018 Annual storm water report	3,500.00
*Georgia Hydrant Services Inc.	Hydrant replacement – replacement of upper barrel section	2,250.00
*Mason Tractor Co.	Repair of chipper machine	3489.84
*Native Tree, LLC	Transplant 2 Yarbrough Oak Trees	1,300.00
*Rayfield Tree Care Inc.	Prune Trees throughout the city	3,250.00
*Rehrig Pacific Company	95gallon cart with lid	5,846.00
Scarborough Tree Service	Removal of 2 Pine trees with stump grinding on Longstreet and Emory Way.	2,400.00
*Suez	Quarterly water tank fees April – June 2019	3,122.62
Treadwell, Tamplin & Co.	Audit Services for year end June 30, 2018 Final bill	7,000.00
Approved Contracts		
*Burford's Tree, LLC	Powerline tree trimming week ending 3/9/19	4,552.00
*Burford's Tree, LLC	Powerline tree trimming week ending 3/16/19	4,552.00
*Burford's Tree, LLC	Powerline tree trimming week ending 3/23/19	3,414.00
*Burford's Tree, LLC	Powerline tree trimming week ending 3/30/19	4,552.00
*Burford's Tree, LLC	Powerline tree trimming week ending 4/6/19	2,048.40
*Burford's Tree, LLC	Powerline tree trimming week ending 4/13/19	4,552.00
*HCS Services, LLC	Work completed on Asbury Street Park	84,500.00
*HCS Services, LLC	Work completed on Asbury Street Park	25,000.00
*Site Engineering, Inc	North Emory Street Sewer Expansion	138,494.00

18. **Executive Session** – Litigation & Personnel.

19. **Adjourn**