

**OXFORD MAYOR AND COUNCIL
REGULAR MEETING
MONDAY, JUNE 4, 2018 – 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 June 4, 2018 Mayor and Council Regular Meeting.
5. **CONSENT AGENDA**
 - a. * Motion to approve the Minutes of the Regular Meeting of 5/7/2018.
 - b. * Motion to approve the Minutes of the Public Hearing & Work Session 5/21/2018.
6. Mayor's Report
7. Planning Commission Recommendations/Petitions.
8. Citizen Concerns.
9. * **First Reading of an Ordinance Change for Sec. 20-1. – Disorderly Conduct** – We will have the first reading for a proposed amendment to the city's current disorderly conduct ordinance. We have attached the proposed amendment.
10. * **Operating Budget and Capital Budget for FY2019** – We have attached the Operating and Capital Budgets for FY2019 for approval. We have attached the Budget Resolution.
11. * **Building Inspection Fee Schedule** – Council will review the revised building inspection fee schedule for residential and commercial construction within the city. The revised fee schedule is derived from feedback provided by the staff of Bureau Veritas. We recommend that Council adopt the revised building inspection fee schedule.
12. * **Contract for Building Inspection Services** – We currently contract with Bureau Veritas for our code enforcement services. We also have had discussions with them about performing our building inspection services. Similar to our code enforcement services, Bureau Veritas would administer our building inspection program which includes the personnel and necessary permitting documents to do the inspections. We recommend that Council award the purchase order for building inspection services to Bureau Veritas.
13. * **Resolution to Amend the Employee Handbook** – We need to approve a resolution to amend Part 4: Employee Benefits of the Employee Handbook to waive the waiting period for employees to become eligible to participate in the city's health care plan. The amendment will include an effective date of May 1, 2018.

14. * **Emory Street Sewer Project** – The FY2018 Capital Budget includes \$550,000 to install a sewer main along Emory Street. We received three bids, and recommend that Council award the purchase order to Site Engineering, Inc. for \$991,146. We will pay for the project with funds from our GEFA loan and 2017 SPLOST allocations.
15. * **Street Resurfacing Project** – The FY2018 Capital Budget includes \$210,000 for the resurfacing and deep patching of Mitchell Street, E. Bonnell Street, and Wentworth Drive. We will use city funds combined with monies from the Local Maintenance Improvement Grant (LMIG) to complete the project. The estimated project cost is \$50,000. The city will supply the asphalt, and Newton County will provide the labor and equipment to complete the work. We recommend that Council approve the Intergovernmental Agreement (IGA) with the county.
16. **Grand Marshal for July 4th** – Approve nomination for a Grand Marshal for the July 4th.
17. Invoice Approval

INVOICES OVER \$1,000.00

VENDOR	DESCRIPTION	AMOUNT
MONTHLY		
Blue Cross Blue Shield	Health Insurance Employees (6/1 – 7/1)	10,174.43
City of Oxford Utilities	City Hall/Maintenance Facility/Old Church/Pump Station on Richardson/107 W. Clark St. Utilities for (May)	1,316.85
Georgia Municipal Association	GMEBS/Retirement Trust Fund (June)	6,279.16
Latham Home Sanitation	Waste/Recyclables (May)	5,636.10
NC Board of Commissioners	Monthly water purchase for April Inv. 2411	15,962.00
Southeastern Power Admin.	SEPA energy cost (April) Inv. B-18-1806	2,919.86
Sophicity	Software/ Technical Maintenance	1,813.05
C. David Strickland	Professional Services May	2,990.02
PURCHASES/CONTRACT LABOR		
Cintas	Uniforms/ Utility Department 4/1/18 – 4/30/18	1,038.71
Covington Ford	Repairs on City Managers vehicle	1,059.78
Consolidated Monthly Remittance	Municipal Court Fees April	1,229.77
Consolidated Monthly Remittance	Municipal Court Fees May	1,093.95
Courtware Solutions	Monthly Maintenance Fees	1,127.00
Designed Installations by Jim	Installed 1.5” asphalt topping mix West Wade Street	7,500.00
Designed Installations by Jim	Installed all paving outlined in contract. Completed	16,067.00
GIRMA	Annual Property and Liability Insurance	43,288.00
Gresco Utility Supply, Inc.	Electric Supplies	6,233.75
GSCCCA Fines and Fees Division	Consolidated Fines & Fees for Municipal Court - April	1,229.77
MasterCard	Deposit Reservations for Jody/Scottie Jekyll Island Water Conference/Deposit for Clerks Conf. registration for 2 clerks fall training/ Chiefs conference Reservations/Shipping fees for GEFA documents/2 cigarette disposals outside city hall etc.	2,461.35
Mobile Communications	Install F&R strobes and in Cab back light & grill lights	1,229.73

Phoenix Personnel	Temporary Service Week ending 5/6/2018	1,008.00
Treadwell, Tamplin & Co.	Final billing for FY2017 Audit	6,500.00
Woco Pep Oil, Inc.	Fuel Charges for May 21, 2018 Inv-8120	3,436.42
	APPROVED CONTRACTS	
Designed Installations by Jim	Paving and deep patching city streets Inv. 511	16,067.00
Historical Concepts, LLC	Visioning Services for E. Clark property plan.	7,237.02
Jordan Engineering	Civil Site plans/Asbury Park civil plans/prepare & attend parks meeting/sidewalk redesign for park/research, data mgmt., field coordination, mapping, SOLO alley RW/Dig up flag PINS RW/Prepare handouts for pre-bid & attend meeting/address pre-bid meeting issues/prepare addendum/update plans, address contractor questions, new Emory temp easement, DOT tree questions and issue Addendum 2.	9,430.00
Sumner Meeker	Legal Services 1002 Emory Street Disposition	2,610.00
Scarborough Tree Service	E. Clark St. Cleaning up 1 extra-large pecan tree on ground; W. Richardson: 3 standing Hardwood trees taken down; cleaning up 1 downed hardwood.	4,800.00

18. Executive Session

We will have an executive session to discuss Personnel and Real Estate Matters.

19. Adjourn