

OXFORD MAYOR AND COUNCIL
REGULAR SESSION
OCTOBER 2, 2023 – 7:00 P.M.
CITY HALL – 110 W. CLARK ST. OXFORD, GA 30054
A G E N D A

1. **Call to Order – Mayor David S. Eady**
2. **Motion to accept the Agenda for the October 2, 2023 Mayor and Council Regular Meeting.**
3. **Consent Agenda**
 - a. *Minutes of the City Council Regular Session September 11, 2023
 - b. *Minutes of the City Council Work Session September 18, 2023
4. ***Mayor’s Report:** The next Oxford College/City of Oxford Community Classroom will be on October 30 at 6:00 PM here at City Hall. The meeting will be led by Sustainable Newton and will cover the benefits of the Inflation Reduction Act.
5. **Citizen Concerns**
6. ***Change Order #1 for Emory St. Sidewalk from Asbury St. Park to W. Richardson St.:** The original contract price for the project was \$1,456,875.30 and Change Order #1 would result in an increase of \$79,294.05, resulting in a new total of \$1,536,169.35. This is a 5.4% price increase compared to the bid opened one year ago. Keck & Wood has indicated the inflation rate for construction materials over the same period to be approximately 8%.
7. ***Approve Purchase of new Mower:** At the September 18th Work Session, the Council agreed to authorize Mr. Reid to proceed with purchasing a gasoline mower, which would be approved at the October 2nd meeting.
8. **Ratification of the Trees Across Georgia Grant Application:** The grant application was submitted by Beryl Budd on September 27th with assistance from Dr. Michael Martin, of Oxford College, ReForest Atlanta, and staff. There was \$69,485 in grant funds requested with a \$14,952 in-kind match for a total program of \$84,437. The grant work will focus on invasive plant eradication along the Turkey Creek Path Corridor from W. Soule Street heading south. Due to the area of operation being within a Disadvantaged Census Tract, there is no cash match required.
9. ***Invoices:** Council will review the city’s recently paid invoices over \$1,000. Additionally, a summary of the SPLOST 2017 expenditures for Public Safety will be provided at the meeting.
10. **Executive Session:** An Executive Session could potentially be held for Land Acquisition/Disposition, Addressing Pending or Potential Litigation, and/or Personnel.
11. **Adjourn**

*Attachments



**DRAFT MINUTES OF THE OXFORD MAYOR AND COUNCIL MEETING
REGULAR SESSION
MONDAY, SEPTEMBER 11, 2023 – 7:00 PM
CITY HALL
DRAFT**

ELECTED OFFICIALS PRESENT:

David Eady – Mayor
George Holt – Councilmember
Laura McCanless – Councilmember
Mike Ready – Councilmember
Jim Windham – Councilmember
Jeff Wearing – Councilmember
Erik Oliver – Councilmember

APPOINTED/STAFF PRESENT:

Bill Andrew – City Manager
Marcia Brooks – City Clerk/Treasurer
Mark Anglin – Police Chief
Jody Reid – Supervisor of Maintenance
David Strickland – City Attorney

OTHERS PRESENT: Anderson Wright

1. The meeting was called to order by the Honorable David S. Eady, Mayor.
2. **Laura McCanless made a motion to accept the agenda for the September 11, 2023 Mayor and Council Regular Meeting. Jeff Wearing seconded the motion. The motion was approved unanimously (7/0).** (Attachment A)
3. **Laura McCanless made a motion to accept the Consent Agenda for September 11, 2023. Jeff Wearing seconded the motion. The motion was approved unanimously (7/0).** (Attachment B)
4. **Mayor's Report**
None.
5. **Citizen Concerns**
None.
6. **Partnership with Newton County Water and Sewerage Authority (NCWSA) for Sanitary Sewer Flow Study on the Turkey Creek Basin** (Attachment C)

Laura McCanless made a motion to approve the partnership. Mike Ready seconded the motion. The motion was approved unanimously (7/0).

7. **BS&A Software Change Order to Add a Work Order Module** (Attachment D)

Erik Oliver made a motion to approve the change order. Mike Ready seconded the motion. The motion was approved unanimously (7/0).

8. **New Audit Proposals from Mauldin & Jenkins and Rushton & Company** (Attachment E)

Erik Oliver made a motion to award the contract for the FY 2023-FY 2027 audits to Rushton & Company. Laura McCanless seconded the motion. The motion was approved unanimously (7/0).

9. **2024 Supplemental and Reserve Capacity Needs for Electric Utility** (Attachment F)

Laura McCanless made a motion to approve allowing MEAG to negotiate on behalf of the City of Oxford. Erik Oliver seconded the motion. The motion was approved unanimously (7/0).

10. **Invoices** (Attachment G)

Mike Ready discussed plans for releasing a RFP for management of Old Church.

11. **Executive Session**

None.

12. **Adjourn**

Erik Oliver made a motion to adjourn at 7:17 p.m. Jeff Wearing 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, SEPTEMBER 18, 2023 – 6:30 PM
CITY HALL
DRAFT**

ELECTED OFFICIALS PRESENT:

David Eady - Mayor
George Holt – Councilmember
Jim Windham – Councilmember
Laura McCanless – Councilmember
Mike Ready – Councilmember
Jeff Wearing – Councilmember
Erik Oliver – Councilmember

STAFF PRESENT:

Marcia Brooks – City Clerk/Treasurer
Bill Andrew – City Manager
Mark Anglin – Police Chief
Jody Reid – Supervisor of Maintenance
Lt. Larry Westmoreland – Police Lt.
Sam Brooks – Police Officer

ELECTED OFFICIALS NOT PRESENT:

OTHERS PRESENT: Laura Gafnea (Oxford College), George Kakunes (Atkins), Corey Simpson, Mr. & Mrs. Miller

Agenda (Attachment A)

1. Mayor’s Announcements

Mark Anglin made a presentation regarding actions following the recent house fire at Mamie Franklin’s home. Mrs. Miller, Corey Simpson and Officers Westmoreland and Brooks were recognized for their efforts.

2. Committee Reports

- a. **Trees, Parks, and Recreation Board** – Laura McCanless provided the report.
- b. **Planning Commission** – Bill Andrew provided the report.
- c. **Downtown Development Authority (DDA)** – Mike Ready provided the report.
- d. **Sustainability Committee** – Laura McCanless provided the report.
- e. **Trail Grant Committee** – Mayor Eady provided the report.

3. **Review of the 50% Drawings for the Whatcoat Street Realignment** (Attachment B)
George Kakunes, project manager with Atkins, answered questions from the City Council members regarding the 50% drawings provided. Mayor Eady discussed the issues regarding the transition of leadership at Oxford College as it relates to unresolved issues regarding property ownership. The consensus was to move forward with the next set of drawings.
4. **Change Order #1 for Emory Street Sidewalk from Soule Street to W. Richardson Street** (Attachment C)
Bill Andrew explained that the change order is due to increases in material costs since the contract was signed for this project. The City Council will vote on this issue at the October regular session.
5. **Review of Mower Inventory** (Attachment D)
Jody Reid and Bill Andrew explained the results of the test between the electric mower model and one of the gasoline mowers. The electric model tested could not keep up with the gasoline model. The company representative has also advised Mr. Andrew that the electric models are not adequate for right-of-way mowing. The City is down to one good mower, since the other one has stayed in the shop the last four out of seven weeks.

The City Councilmembers approved allowing Mr. Reid to purchase a new gasoline mower. This decision will be ratified at the October regular session.

6. **FY 2024 Capital Improvement Plan (CIP) Budget Amendment** (Attachment F)
Marcia Brooks provided details about changes needed in the Capital and Operating budgets for FY 2024. Mayor Eady added that the City Council decided earlier in the year to combine two years of annual paving funds plus three years of LMIG grants to pave about three miles of the City's streets in FY 2024.

Mike Ready raised the question of the status of the audio-visual equipment for the Council Room. He believes the money should be spent to update the equipment correctly. Mark Anglin added that recording of testimony and playing of video is an issue during court. Bill Andrew stated that one of the quotes includes visual improvements while the other two only include audio improvements.

All of these issues will be addressed in one or more budget amendments that will be discussed at a later time.

7. **Other Business**
 - Bill Andrew provided information on the Trees Across Georgia grant. The City Council agreed to pursue the grant.
8. **Work Session Meeting Review**
9. **Executive Session**
An Executive Session was held to discuss real estate matters.

10. Adjourn

The meeting was adjourned by Mayor Eady at 8:16 p.m.

Respectfully Submitted,

Marcia Brooks
City Clerk/Treasurer



EMORY

OXFORD
COLLEGE



OXFORD COLLEGE/ CITY OF OXFORD

COMMUNITY CLASSROOM

Monday, October 30

6:00 PM

Oxford City Hall

110 W. Clark St, Oxford

The Inflation Reduction Act (IRA) is the largest clean energy investment America has ever made, with strategic incentives to make the transition to clean energy and a decarbonized life easy and financially smart. If you're looking at securing an energy audit, insulating your attic, purchasing new windows, adding solar panels, purchasing an electric vehicle, or implementing other energy upgrades, you may qualify for tax credits or rebates available through the IRA.

Join Oxford College, City of Oxford, and Sustainable Newton to find out how the Inflation Reduction Act can help you save money on these energy-saving upgrades and take advantage of Sustainable Newton's special deal on an energy audit for your home!



Memorandum

To: Mayor and City Council

From: Bill Andrew

Date: September 14, 2023

Re: Change Order #1 for Emory St. Sidewalk from Asbury St. Park to W. Richardson St.

As you know, we have had a delay in receiving the Special Encroachment Access Permit from GDOT for the Emory Street Sidewalk from Asbury Street Park to W. Richardson Street. Due to this elongated schedule, Peach State Construction needed to adjust pricing due to inflation.

The original contract price for the project was \$1,456,875.30 and Change Order #1 would result in an increase of \$79,294.05, resulting in a new total of \$1,536,169.35. This is a 5.4% price increase compared to the bid opened one year ago.

According to our engineer, Robert Renwick at Keck and Wood, GDOT compiles a detailed database of bid unit prices they receive on all contracts they bid out. This data shows year-over-year increases of approximately 8% on similar bid items included in this project. Therefore, this price increase request is in line with market conditions as presented by GDOT. Mr. Renwick reviewed each individual item and found none of them stood out as being out of the ordinary as compared to available data.

The City has \$1,500,000 currently budgeted for this project, so there will need to be a budget adjustment made to accommodate these new costs. It would be recommended to use SPLOST 2017 funds to fill the gap. We still have \$200,000 in unspent transportation funds in 2017 SPLOST funds. These funds could be earmarked for the sidewalk. After the \$200,000 is expended, we have \$1,042,074.59 in excess 2017 SPLOST funds. As the FY 2024 budget develops, we will need to have a more comprehensive Capital Improvement Plan budget adjustment incorporating this change and the use of these SPLOST 2017 funds.

CITY OF OXFORD
OXFORD, GEORGIA 30054

YOUR INVOICE MUST SHOW
OUR ORDER NUMBER

To: Monroe Power & Equipment
ADDRESS _____

DATE 9-21-2013

FURNISH THE FOLLOWING

QUANTITY	DESCRIPTION	PRICE
1	60 inch Zero Turn Rear discharge	
	lawn Mower.	

DEPARTMENT _____
PURCHASER _____

APPROVED BY: [Signature]

MONROE POWER EQUIPMENT CO, INC

PO BOX 2987
 COVINGTON, GA 30015
 770-784-5880

Status: **Unit Sale**
 Make
 Type

Invoice Number **194588**
 Date Created **09/21/2023**
 Date **09/21/2023**
 P.O. # **15306**
 Ref. Number

Phone: 770-786-7004
 CITY OF OXFORD,
 110 WEST CLARK STREET
 OXFORD GA 30054

New Unit Purchases:

Unit Model	Unit Serial	Unit Sku	Engine Model	Engine Type	Engine Serial #	Primary ID
942854	23050656	0506560523				

Item Number	Description	Qty	Unit Price	Ext. Price	W/SO
QHS942854	SUPER Z KAW 38.5 EFI, 60 INCH	1	\$12,944.00	\$12,944.00	

We Appreciate Your Business!
 No Return of Equipment or Accessories.

Shipping Charges	Ship Via	Labor	Pickup & Delivery	Shop Materials	EPA Charge Restocking Fee
\$0.00		\$0.00		\$0.00	\$0.00

S/O Items	Taxable Items	\$0.00	Transaction Total	\$12,944.00
S/O Shipping	Non Taxable Items	12,944.00	Payment Method	
			ACCT	\$12,944.00
S/O Tax	Tax	\$0.00		
S/O Total	Total	12,944.00		
S/O Deposit Amt				

Balance Due \$12,944.00