

**OXFORD MAYOR AND COUNCIL
REGULAR MEETING
MONDAY, SEPTEMBER 9, 2013 – 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 September 9, 2013 Mayor and Council Special Meeting
5. Honorary Councilmember – Councilmember George Holt has nominated Mrs. Gwendolyn Green to serve as honorary councilmember for September.
6. Motion to approve the Minutes of the May 6, 2013 Regular Meeting. [THIS ITEM ALONG WITH ITEMS 7 AND 8 WERE ON THE AGENDA FOR THE JUNE 3 MEETING. SINCE WE DID NOT HAVE A QUORUM AT THAT MEETING, WE SUBMIT THESE ITEMS FOR OFFICIAL APPROVAL AT THIS TIME.]
7. Motion to approve the Minutes of the May 20, 2013 Public Hearing.
8. Motion to accept the Minutes of the April 9, 2013 Planning Commission Meeting.
9. Motion to accept the Minutes of the August 5, 2013 Regular Meeting.
10. Planning Commission Recommendations/Petitions
11. Citizen Concerns
12. Committee Reports
13. Invoice Approval
14. Adjourn

COMMITTEE REPORTS

1. JERRY D. ROSEBERRY, MAYOR

- a. **175th Anniversary** – Mayor to appoint steering committee leaders.

2. DAVID STRICKLAND, CITY ATTORNEY

3. BOB SCHWARTZ, CITY MANAGER

4. GEORGE R. HOLT, FINANCE/OVERSIGHT/PERSONNEL

5. DAVID EADY, PLANNING/ZONING/STORMWATER

6. LYN PACE, CEMETERY/PUBLIC SAFETY

7. FRANK J. DAVIS, STREETS/SIDEWALKS/SOLID WASTE

- a. **Chipper** – We set aside \$29,000 in the capital budget for the purchase of a replacement chipper. We have two quotes: Vermeer - \$29,000 and Mason Tractor for a Brush Bandit - \$29,866.20. Because of the greater capacity and greater horsepower, we recommend the purchase of the Brush Bandit along with a budget amendment to increase this line item by \$867.00. We have enclosed copies of the quotations.
- b. **Golf Cart** – We set aside \$3,500 in the capital budget for the purchase of a used golf cart to be used for trail, tree, and park maintenance. We will have several prices to review at the council meeting
- c. **Tree Trimming Prices** – At the last council meeting we were asked to get bids for tree trimming services. We will have three prices to review at the council meeting.

8. TERRY A. SMITH, UTILITIES/PUBLIC WORKS

- a. **Cell Antenna on Elevated Water Tank** – We recommend a motion authorizing the Mayor to sign the lease agreement with Verizon Wireless to locate a cell phone antenna on our elevated water tank. The agreement was negotiated by Greg Fender with GMA and reviewed by David Strickland.
- b. **Pressure Reducing Valve** – We recommend the award of a bid to D&J Trenching Services for \$40,775 to install a 12” pressure reducing valve on the new Cook Road water main. The pressure on the new line is too high for many of the fixtures in Oxford and we need to reduce the pressure. This will not have any effect on the increased flow which is why we participated in this project with Newton County Water and Sewer. Since this is a water system improvement we recommend that the SPLOST budget be amended to include this expense. We have attached a summary of the bids prepared by Marty Boyd with Carter and Sloope.

9. JAMES H. WINDHAM, BUILDINGS & GROUNDS/PARKS/TREES

INVOICES OVER \$1,000.00
Routine Monthly Bills Paid

VENDOR	DESCRIPTION	AMOUNT
GMEBS Retirement Trust	Employees Retirement Fund for (August)	6,342.83
Humana	Employees Health Insurance (August)	5,016.47
Newton County Water & Sew	Plant Operations & Maintenance (July)	6,295.91
Newton County Water & Sew	Plant Operations & Maintenance (August)	6,295.91
Newton County Commissioner	Water Purchase Cornish Creek (July)	17,193.00
Sophicity	IT & Website services	1,283.50
Southeastern Power Admin	SEPA Energy Cost (July)	3,816.87
<u>PURCHASES/CONTRACT LABOR</u>		
Apollo Staffing	Temp Services Week Ending 7/28	1,323.44
Apollo Staffing	Temp Services Week Ending 8/11	1,235.40
Apollo Staffing	Temp Services Week Ending 8/18	1,136.00
AT & T	Phone service for Police Dept. /City Hall & Mtn. Facility	1,035.12
Arbor Equity	Trees pruned on Whatcoat Street	1,823.00
Barbara Dinger	2013 Property Tax Digest	1,650.00
Card Services Center	MC/ Education Training for Bob & Luran, Chief Conf. Hotel	
	For Dave, food & Drinks for College Students, other misc.	1,182.60
City of Covington	Quarterly Sewer 3/3/13 – 6/28/2013	9,966.00
East Georgia Communication	Install emergency equipment in new Police vehicle	6,275.00
Georgia Department of Labor	Quarterly benefits for T. Harris	1,320.00
Harris computer	Software maintenance contract 7/27/2013 – 7/27/2014	13,392.75
Oxford Historical Cemetery	2/3% of Sale of two grave lots	1,000.00
Kraft Power	Svc call to replace fuel lines, heater hoses, coolant switch etc. on	
	Katolight generator at pump station on Victoria Blvd	2,311.63
Latham Sanitation	Waste removal & recycles (May)	5,278.74
Latham Sanitation	Waste removal & recycles (July)	5,353.74
Latham Sanitation	Waste removal & recycles (August)	5,378.74
McNair, Middlebrooks	Preparation for 2013 Audit	7,809.00
Monroe Tree Work Inc.	Tree removal & cleanup in Cemetery 6/25, 6/27, 6/28	7,350.00
Precision Body Works	Repair to City Vehicle from Tree fall on Moore Street	1,289.40
Scarborough Total Tree Svc.	Emergency tree removal & Cleanup Moore St. for 7hrs@350	2,450.00
Scarborough Total Tree Svc.	Emergency tree removal & Cleanup Moore St. for 3hrs@350	1,050.00
Steven A. Hathorn	Legal/Professional for Judge (July-Sept)	1,250.00
Strickland & Strickland	Legal/Professional (July)	1,489.64
Strickland & Strickland	Legal/Professional (August)	2,997.45
WOCO Pep Oil Inc.	Fuel for (August)	3,885.54
<u>APPROVED CONTRACTS</u>		
Covington Ford	2013 C-Max Hybrid Vehicle for City Manager	22,500.00
D+E=Design+environment	Whatcoat Street schematic design blueprint & mileage	1,776.81
Municipal Code Corp	Fee for delivery of Proof	3,225.00