OFFICIAL MINUTES OF THE OXFORD MAYOR AND COUNCIL MEETING
WORK SESSION
MONDAY, DECEMBER 15, 2014– 6:00 P.M.
CITY HALL

MEMBERS PRESENT: JERRY D. ROSEBERRY, MAYOR; COUNCILMEMBERS: JIM WINDHAM; TERRY SMITH; SARAH DAVIS; GEORGE HOLT; DAVID EADY; LYN PACE

OTHERS PRESENT: Bob Schwartz, City Manager; Lauran Willis, City Clerk; Dave Harvey, Police Chief; Jody Reid, Utility Superintendent; Carol & Neil Penn, Vivian Harris, Mike Ready, Hoyt & LaTrelle Oliver, Molly McGehee, Anderson Wright, Kendra Mayfield, Marguerite Abd El-Shahid and James Johnson with Oxford College

The meeting was called to order by the Honorable Jerry D. Roseberry, Mayor

Honorary Councilmember
Mayor Roseberry announced the Honorary Councilmember for January is Dr. Molly McGehee of Oxford College as appointed by Councilmember Pace. She also will join council for the January business meeting.

Procedures for Council Meetings
City Manager Bob Schwartz presented an outline of Procedures for Council meetings along with the rules of Conduct of the Meeting. Schwartz summarized the Procedures and Rules and explained both will be distributed at future meetings. Mayor Roseberry explained some of the procedures are discretionary according to council while others are dictated by law.

2050 Plan
City Manager Bob Schwartz provided an update on the status of the 2050 Plan explaining the project has been put on hold pending a decision from Newton County. Schwartz explained the 2050 Plan was one of the projects of The Center in relation to Zoning throughout the county. The annual funding for The Center comes from contributions from the City of Oxford, Covington, Newton County and Newton County Water and Sewer Authority.

Right of way surveys
Councilmember Eady requested discussion for the need for land surveys of Asbury and Wesley Streets with priority placed on the sections bound by Pierce and Fletcher Street. An accurate survey of these streets would facilitate effective planning and decision-making regarding these streetscapes. We might consider whether it is cost-effective (due to economies of scale) to survey Pierce, Clark and Fletcher Streets, as well as the George Street segment from Asbury to Emory Street. Councilmember Windham expressed the need to survey all city streets. Hoyt Oliver said you will need to find a benchmark and go from there. Schwartz asked council to define which streets they would like to start with. Schwartz requested a recommendation to obtain a cost for Pierce, Clark, Wesley and Fletcher. Eady recommended a survey of the entire city. After much discussion it was decided the starting points would be from Emory to Hull Street for the East to West boundaries and Richardson to Moore Street for the North to South boundaries.

Pocket Parks
Councilmember Windham has requested a discussion about the possibility of developing pocket parks. He provided a map depicting several possible locations. After much discussion it was agreed that the City

Manager will research the cost of the appropriate equipment and choose three locations as pilots for council to review and move forward on. Eady said the equipment should be of durable material. Windham stated it should be equipment aimed at smaller children not teenagers.

Variance Request for Oxford College Dining Hall

Oxford College has requested and the Planning Commission has recommended for approval by City Council two variance requests to facilitate the construction of a new dining hall on the block bounded by Wesley, Pierce, and Asbury. This is the current location of the volleyball court and the three temporary office trailers. The request for both Wesley and Asbury was for a reduction in the setback requirement to 0 feet. This request has been scheduled for a public hearing at the January 5, 2015 Council meeting. After discussing and deliberation it was agreed to continue with the scheduled public hearing on January 5, 2015.

Oxford College future development plan

Oxford College has requested and the Planning Commission has recommended the approval of several amendments to the Oxford College future development plan.

Electric System Improvements

City Manager Bob Schwartz stated we have budgeted $100,000 both in FY2015 and FY2016 for electric system improvements. Our next project is going to be in Oxford Square which will include work on Oxford Court, Oxford Drive, Airport Court, Emory Way and Oxford Way. We will be replacing number two primary wire in the neighborhood, along with some old number six copper secondary wire. We will also replace all the utility poles. We have received three quotes for materials and two quotes for the labor. The lowest labor quote is $100,800 and the lowest material quote is $17,076.96. The total exceeds the amount budgeted in FY2015. However, we recommend the job be done as a whole rather than being split in half. It will be easier to manage and, more important, makes more sense electrically to do the job all at once. As part of our ongoing improvements, we will select a project in the $60-$70,000 range for FY 2016. The total for the two years will be the same. A recommendation for Council to authorize the purchase orders for this project will be on the January 5, 2015 regular meeting agenda.

Surplus Vehicle

City Manager Bob Schwartz presented a service estimate from Ginn Chevrolet for repairs on the 2003 Dodge 1500 pickup with a recommendation that it be sold as surplus. The truck has over 113,000 miles and is worn out. Based on the estimate and discussion it was decided to have the repairs made to the pickup and keep it for a backup vehicle.

Christmas Holidays

Our employee handbook lists Christmas Eve and Christmas Day as holidays. This year Christmas Eve is Wednesday and Christmas is Thursday. City Manager Bob Schwartz recommended to Council to declare Friday a holiday instead of Wednesday. In addition, Council may want to consider declaring Wednesday an additional holiday for one half a day. After discussion it was agreed by all council and mayor to accept this recommendation.

Projects Status Report

City Manager Bob Schwartz presented Council with an updated list of projects giving particular attention to the completed projects (2013 STWP/ECG New tariff, City Boundary Survey/Markers, Maintenance Facility/Lights, and Police Department/Vehicle).

Respectfully Submitted,

Lauran S. Willis, CMC
City Clerk