OFFICIAL MINUTES OF THE OXFORD MAYOR AND COUNCIL MEETING
REGULAR MEETING
MONDAY, DECEMBER 1, 2014 – 7:00 P.M.
CITY HALL

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

OTHERS PRESENT: Bob Schwartz, City Manager; Dave Harvey, Police Chief; David Strickland, City Attorney; Mike and Cheryl Ready, Hoyt and LaTrelle Oliver, Anderson Wright, Vivian Harris, Kendra Mayfield, Penny Windham, State Representative Elect for District 12 Dave Belton

The meeting was called to order by the Hon. Jerry D. Roseberry, Mayor and the invocation given by Lyn Pace. Pledge of allegiance

A motion was made by Smith, seconded by Pace to accept the Agenda for the December 1, 2014 Mayor and Council meeting. The vote was 7 in favor and 0 opposed. The motion was approved. Attachment A

Mayor Roseberry announced Mr. Charles Gaither as the Honorary Councilmember for December as appointed by David Eady. Mr. Gaither was not in attendance. Attachment B

A motion was made by Pace, seconded by Smith for the approval of the Minutes of the November 3, 2014 Regular Meeting. The vote was 7 in favor with 0 opposed. The motion was approved. Attachment C

PLANNING COMMISSION RECOMMENDATIONS/PETITIONS
None

CITIZENS COMMENTS/CONCERNS
State Representative Elect Dave Belton acknowledged it a pleasure to attend our meeting and thanked everyone who supported him in the November election and said he looked forward to supporting the citizens in his coming term as State Representative for District 12.

Mayor's Reports
Mayor Roseberry announced the Convocation on Saturday, December 6, 2014 at Old Church and announced the trial run and set up on Friday, December 5th at 2:00.

Renewable Energy Tariff-
City Manager Bob Schwartz – Based on advice from the Electric Cities of Georgia, and discussion at the November 17th work session made a recommendation that Council adopt a Resolution adding a Renewable Energy Tariff to our electric rates.

A motion was made by Smith, seconded by Windham to adopt a Distributed Generation – Renewable Energy Tariff for the City of Oxford Electric System. The vote was 7 in favor and 0 opposed. The motion was approved. Attachment D

City Archives

City Manager Bob Schwartz – As discussed at the November 17th work session, made a recommendation to adopt a resolution approving the transfer our old minutes to Emory University Archives for safe keeping.

A motion was made by Windham, seconded by Smith to transfer City Council Minutes to the Manuscript, Archives and Rare Book Library of Emory University. The vote was 7 in favor and 0 opposed. The motion was approved. Attachment E

Whatcoat Street

City Manager Bob Schwartz- As discussed at the November 17th work session it was decided we would select from two options for the Whatcoat Street sidewalk. After the layout is determined we will work with the city engineer to obtain a detailed estimate for all improvements including electrical improvements for pedestrian lighting and wiring for festivals. Once the estimate is prepared we will return to Council for approval to prepare construction drawings and advertise for bids.

A motion was made by Windham, seconded by Holt to approve option 3 as presented with configurations for the sidewalk on the south side of the road to follow the street to George Street as presented by Jim Windham at the October 20, 2014 work session. The vote was 6 yes with 1 opposed (Councilmember David Eady voted no). The motion was approved. Attachment F

City Entrance Signs

City Manager Bob Schwartz presented two options as discussed during the work session on November 20, 2014 for the city entrance signs. Option One – The proposal is to replace six City of Oxford entrance signs that are in disrepair using the same location, size, coloring and wording for each with total cost not to exceed the $12,000 previously approved by the council in the FY2015 capital budget. The signs are on Emory Street – North, Emory Street – South, East Richardson Street, East Soule Street, Oxford Road and Moore Street. If the replacement of any entrance sign requires the removal of any trees or acquisition of any property rights the sign will not be replaced without specific council approval.

Option Two – Two possibilities: 1. A granite stone sign much like the one at the entrance of Wentworth Subdivision with the cost estimate of $4,087 for the sign face, plus $800 for the footing and $600 for the installation with a total of $7,062 each. 1. One made of Elberton Stone much like the entrance at Stone Lake with a cost estimate of $6,580 with $800 for the footing and $600 for the installation. Attachment G

A motion was made by Windham, seconded by Davis to approve option one. The vote was 4 yes with 3 no votes (Councilmembers; Lyn Pace, David Eady and George Holt voted no). The motion was approved.

Allen Memorial Church

City Manager Bob Schwartz presented a request from Allen Memorial Church requesting permission to close Whatcoat Street from Pierce Street to the old city hall on Saturday, December 13th for their annual Holiday Market. They will have a car show and some tents. After discussion regarding who will be responsible for security and if the occupant of the blue house will have access to their drive. Attachment H

A motion was made by Windham, seconded by Smith to approve the request with City Manager Bob Schwartz and Chief Dave Harvey to coordinate the details with Allen Memorial UMC. The vote was 7 yes. The motion was approved.

Reminder – Employee Appreciation Dinner

City Clerk Lauran Willis reminded council of the Employee Appreciation Dinner at the Blue Willow in Social Circle at 7 PM on Thursday, December 11th.

Invoice Approval -

A motion was made by Smith, seconded by Windham to approve the invoices. The vote was 7 in favor with 0 opposed. The motion was approved.

INVOICES OVER $1,000.00

VENDOR	DESCRIPTION	AMOUNT
ROUTINE MONTHLY BILLS PAID		
City of Oxford	Monthly Utility Billing of City owned properties Sept	1,252.96
GMA	GMEBS Retirement Fund (December)	6,383.59
Humana	Health Insurance (December)	6,819.57
Newton County BOC	Cornish Creek Water Fund	14491.00
Newton County Water & Sewer	Services from 9/29 – 10/30	4,917.29
Sophicity	IT in a Box	1,402.87
Southeastern Power Administration	SEPA energy cost	3,248.12
PURCHASES/CONTRACT LABOR		
Apollo Staffing	Temp Labor Week Ending 11/9/2014	1,061.45
Air Condition Specialist Inc.	Diagnostic/ Coil and installation	1,979.00
Bankcard Center	Trailer for Police Dept./GA Urban Forest Council and various other charges	2,511.29
Display Sales	Two Wreaths w/hardware for Wesley Street	1,449.90
Harris Computer System	Project Management & Printer for Upgrade	4,627.66
Latham Home Sanitation	Waste removal service (October)	5503.74
Mobile Communications	Equipment for new police vehicle	8,240.00
Premier Tree & Shrub Care	October Grounds Maintenance	1,599.00
Tractor Supply Co.	2 Tool Boxes/4 Pair Boots other supplies	1,177.68
Treadwell, Tamplin & Co.	FY2014 Year End Audit	20,000.00
APPROVED CONTRACTS		
Jordan Engineering	City Boundary/George St. right-of-way	3,340.00
Anderson Grading	Moore Street Water System Improvement	21,012.42
Scarborough Tree	Removal Water Oak/Wesley & Richardson St. w/Stump grinding	3,900.00
Scarborough Tree	Removal Water Oak Cemetery	1,200.00

A motion was made by Windham, seconded by Pace to adjourn the regular session at 7:45 pm. The vote was 7 in favor, 0 opposed. The motion approved.

Respectfully submitted,

Lauran Willis
City Clerk