

**OXFORD MAYOR AND COUNCIL
REGULAR MEETING
MONDAY, DECEMBER 3, 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 December 3, 2018 Mayor and Council Regular Meeting.
5. **CONSENT AGENDA**
 - a. * Minutes of the Regular Meeting of November 5, 2018.
 - b. * Minutes of the Work Session November 19, 2018.
 - c. * Minutes of the Planning Commission October 9, 2018
 - d. * Minutes of the Downtown Development Authority October 24, 2018.
6. Mayor's Report.
7. Planning Commission Recommendations/Petitions.
8. Citizen Concerns.
9. * **Request for Temporary Sidewalk for Campus Life Center Project** – Oxford College is seeking approval from Council to construct temporary concrete sidewalks in the Pierce Street and Wesley Street right-of-way. The sidewalks will help with pedestrian flow while the intersection is closed during the construction of the new Campus Life Center. We have attached the site plan.
10. **107 W. Clark Street Renovation Project** – The *ad hoc* Yarbrough House Renovation Committee will report on the progress of the 107 W. Clark Street Renovation Project.
11. * **810 Whatcoat Lease with Oxford College** – Oxford College has expressed interest in continuing to lease the building located at 810 Whatcoat Street. Per the lease, the college will occupy the building until March 2021. They have agreed to the terms listed in the attached lease.
12. * **Asbury Street Park Playground and Surfacing** – We received two proposals for the playground equipment and surfacing for Asbury Street Park. The contract for the playground equipment and surfacing is separate from the contract Council awarded to HCS Services, LLC to construct the park. We have attached the proposals from GameTime and Kompan.

13. * **Change Order for Asbury Street Park** – When preparing the soil for the park, the contractor unearthed a large pit filled with refuse. The contractor had to excavate and dispose of the garbage and unsuitable soil and import fill dirt in excess of what was originally planned. We have attached the change order for this work.
14. **Discussion on City Finances** – Financial Sustainability was the focus of the recent Council Retreat. Mayor will appoint a committee to research and report on city revenue and expense by line item. The report will contain current and future financial data. The report will be completed by February 28, 2019.
15. **Finance** – We will need to review the total cash in the General Operating Account for month end October and authorize the City Clerk/Treasurer to transfer cash to a designated fund. Amount and fund to be determined by Council.
- We will need to discuss Verizon Lease revenue.
16. **Planning Commission Appointments** – Jonathan Eady and Juanita Carson will end their terms as members of the Planning Commission at the end of this year. Both members have indicated that they are willing to serve another 3-year term starting in January 2019. We recommend that Council reappoint them.
17. **Invoice Approval**

INVOICES OVER \$1,000.00

VENDOR	DESCRIPTION	AMOUNT
MONTHLY		
Blue Cross Blue Shield	Health Insurance Employees (12/1/2018 – 1/1/2019)	14,300.98
City of Oxford Utilities	City Hall/Maintenance Facility/Old Church/Pump Station on Richardson/107 W. Clark St. Utilities for (Bill Date 11/12/2018)	1,301.65
Georgia Municipal Association	GMEBS/Retirement Trust Fund (Nov) Inv. 345536	6,491.75
Latham Home Sanitation	Garbage and Recycling Service (October)	6,891.38
MasterCard	Floral Arrangement Mott Becks husband/Municipal Clerk Training for Connie/Mayors Retreat Lunch/2019 Calendars for customers/Envelopes for AP's/Laser Pointer for meetings.	1,112.97
Newton Co. Water & Sewer	Monthly Sewer charges	5,788.84
Newton Co. Board of Commission	Monthly Water charges for October	19,125.00
Southeastern Power Admin.	SEPA energy cost (Nov) Inv. B-19-0108	2,797.24
PURCHASES/CONTRACT LABOR		
AT & T	Monthly Phone Statement	1,006.75
Consolidated Municipal Court	Various State Agency Fees	1,333.71
Gresco	Electric Supplies 1800' Reel	1,422.00
MEAG POWER	SCADA Emulations – ePrism (11/1/18 – 10/31/19)	1,440.00
Steven A. Hathorn	Municipal Court Services/Oct, Nov, Dec.	1,250.00

Treadwell, Tamplin & Co.	Interim audit services for year ended June 30, 2018	10,000.00
	APPROVED CONTRACTS	
Designed Installations by Jim Williams	George Street Parking	18,292.00
Designed Installations by Jim Williams	Street patching, E. Watson, W. Bonnell, Haygood, Long Street Circle	2,200.00
HCS Services LLC	Discovery & excavation of waste pit on park site. (Change Order)	11,767.75
Jordan Engineering	Silt fence, boardwalk stakes, field coordination, project management, site visit inspection of work and borrow pit excavation, prepare change order to bury pit, coordinate density and geo testing for park site/ Traverse and data collection for E. Clark/Base mapping and sidewalk design Moore Street sidewalk design, geometry and grading design/Imagery capture-Haygood and surrounding streets, cad E. Richardson, cad data management/ Inspect work progress, bore underneath Hwy 81, communications and options for Hamill Street bore vs open cut.	7,825.00
Newton County BOC	Materials for Paving, (LMIG) Wentworth, Bonnell, Mitchell	34,849.18
Scarborough Tree, Inc.	Remove trees from Cemetery	4,800.00
Site Engineering, Inc.	Sewer Extension project on Emory Street/ Draw 3	143,301.60

18. **Reminder:** Mark your calendars for Thursday, December 13, for Employee and Council annual meeting and appreciation dinner at Blue Willow Inn at 7:00 PM.

19. **Executive Session**

20. **Adjourn**