



**OFFICIAL MINUTES OF THE OXFORD MAYOR AND COUNCIL MEETING
REGULAR SESSION
MONDAY, SEPTEMBER 18, 2017 – 7:00 P.M.
CITY HALL**

MEMBERS PRESENT: Jerry D. Roseberry, Mayor; and Councilmembers: George Holt; Melvin Baker; Jim Windham; David Eady; Mike Ready and Sarah Davis.

OTHERS PRESENT: Matt Pepper, Assistant City Manager; David Strickland, City Attorney; Dave Harvey, Chief; Luran Willis, City Clerk; Jody Reid, Utility Superintendent; Hoyt & LaTrelle Oliver, Todd Cain, Kendra Mayfield, Teresa & Darryl Welch, Terri Fullerton, Audrey Fullerton, Pam Helton, Bob Schwartz, Josh Roberts, Robert Bayless, Steve Roan, Louise Eady, Mike Besaw, Michael McQuaide, Donna Sneed, Jeff Wearing, Peggy Madden, Judy Greer, Patsy Burke, Norma Jones, Georgette Izen, Lisa Dorward, Jeff Wearing, Mary Carter, Cheryl Ready.

The meeting was called to order by the Hon. Jerry D. Roseberry, Mayor
Invocation: Hoyt Oliver / Pledge of Allegiance:

Motion made by Ready, seconded by Windham to accept the Agenda for September 18, 2017 Mayor and Council Regular Meeting. Motion passed 7/0. Attachment A

Honorary Councilmember

Mayor Roseberry introduced Frances Redick, Vice President for Peoples Bank, as the honorary councilmember for September appointed by councilmember Mike Ready. Roseberry presented her with a proclamation for her participation. Attachment B

Consent Agenda

- a. Motion to approve the Minutes of the Regular Meeting of August, 7, 2017.
- b. Motion to approve the Minutes of the Work Session August 21, 2017.
- c. Motion to accept the Minutes of the Planning Commission for June 13, 2017.
- d. Motion to accept the Minutes of the Trees Parks & Recreation for April 11 & June 13, 2017.
- e. Motion to accept the Minutes of the Historic Preservation Committee meeting July 27, 2017.

Majority vote passed 7/0. Attachment C

PLANNING COMMISSION RECOMMENDATIONS/PETITIONS

None.

CITIZENS COMMENTS/CONCERNS

None

MAYOR’S REPORT

N. Emory Sewer Project

Motion by Eady, seconded by Baker, to approve the proposed plan dated 9/14/2017 with additional clarification on the distance of line to properties and to direct City Attorney Strickland to prepare amendment to ordinance. Motion passed 6 yea/1 nay with Councilmember Windham’s vote no. Attachment D

Whatcoat Street Parking Lot East Side

Motion by Eady, seconded by Holt to approve option B dated 9/15/2017 as presented by Kendra Mayfield of Oxford College with the addition that the attorney prepare a resolution where the College agrees to maintain the parking lot on the East Side which is city property. The motion failed 3 yea/4 nay. Councilmember Davis, Baker, Windham and Roseberry’s vote no. Attachment E

Comprehensive Plan 2018-2028

Councilmember Eady gave an update of the 2:00 Public Meeting regarding the Comprehensive Plan and said there will be an online questionnaire forthcoming on the city website and at the other public meetings that will be held in October and November where citizens will have opportunity for input.

The Georgia Trust for Historic Preservation Ramble Sub-Committee

Roseberry said that The Georgia Trust for Historic Preservation has named Newton County as the host for its fall 2018 ramble. To prepare for the event, the county created a steering committee comprised of representatives from each participating city. The steering committee asked cities to appoint a local sub-committee to assist in the event’s preparation. Attachment F

Roseberry appointed The sub-committee members for Oxford as follows:

- Sarah Davis – Chairman, Oxford City Councilmember
- Melvin Baker – Oxford City Councilmember
- Kendra Mayfield – Oxford College of Emory University
- Anderson Wright – Vice-President of the Oxford Historical Cemetery
- Valerie McKibben, Oxford Resident
- Jeff Wearing, Oxford Planning Commission

The Assistant City Manager and the City Clerk’s office will assist the sub-committee as appropriate. The sub-committee will be dissolved once the event has taken place on September 28-30, 2018.

INVOICES OVER \$1,000.00

VENDOR	DESCRIPTION	AMOUNT
MONTHLY		
City Oxford Utilities	City Hall/Maintenance Facility/Old Church/Pump Station on Richardson Utilities for (July)	2,021.74
Georgia Municipal Association	Employee Retirement Contributions (Aug) 323082	6,279.16
Georgia Municipal Association	Employee Retirement Contributions (Sept) 325510	6,279.16
Blue Cross Blue Shield	Health Insurance (Sept)	9,365.48

Blue Cross Blue Shield	Health Insurance (Oct)	7,271.09
City of Covington	Annual FY E-911 Surcharges for Call from 7/20/17-12/31/2017 Inv#1714	12,118.68
Latham Home Sanitation Co. Inc.	Monthly curbside service for July	5,636.10
Latham Home Sanitation Co. Inc.	Monthly curbside service for August	5,636.10
Newton County BOC	Water Purchase Cornish Creek Water Fund for July Inv#2324	14,074.00
Newton County BOC	2017 Insurance Premium Tax – Invoice # 48393	21,569.68
Newton County Water & Sewer	Monthly Sewer charges 7/28/2017- 08/30/2017 944504	6,768.30
Newton County BOC	Landfill Fees for (June) 5/31-6/30	1,348.20
Newton County BOC	Keep Covington/Newton Beautiful-Annual Stormwater Education Service fees	2,000.00
Newton County Sheriff's Office	Prisoner Board and processing fee 28 days	1,455.00
Sophicity	IT in a Box (September) Invoice 8903	1,752.60
Southeastern Power Admin.	SEPA energy cost (July) Inv. B-17-2655	3,607.39
Steven Hathorn	Professional Services Municipal Court Judge July-Sept	1,250.00
PURCHASES/CONTRACT LABOR		
Barbara Dingler	Tax Commissioner 2017 Billing & Payment Tax Digest	1,592.50
Consolidated Copier Services	Copy fees impressions 4/30 – 7/30	1,309.07
Covington News	Ads/July 4 th , Five Year History, Election, Newcomers	1,025.00
David Strickland P.C.	Professional Services As of July 1, 2017	1,747.00
David Strickland P.C.	Professional Services As of September 1, 2017	2,486.38
HCS Services, LLC	Storm Clean-up 10 hours	1,500.00
Phoenix Staffing	Temp services from week ending 8/6/17 (3 temps) 4519	1,499.40
Phoenix Staffing	Temp services from week ending 8/13/17(3 temps) 4540	1,193.85
Phoenix Staffing	Temp services from week ending 8/20/17(3 temps) 4559	1,499.40
Phoenix Staffing	Temp services from week ending 8/27/17(3 temps) 4585	1,455.40
Phoenix Staffing	Temp services from week ending 9/03/17(3 temps) 4609	1,250.55
Phoenix Staffing	Temp services from week ending 9/10/17(3 temps) 4636	1,193.85
PI-Tech, Inc.	Boardwalk redesign for George Street Trail	3,200.00
Irby Electrical Distributor	Electric Supplies/general stock	1,013.36
Irby Electrical Distributor	Supplies for Electrical system improvement	2,809.25
Kraft Power Corporation	Generator repairs in Victoria Station	1,287.10
MasterCard Services	MEAG annual meeting/Mike Ready-Hotel Fees/Chiefs conference/Dave Harvey, other misc.	1,669.47
Rehrig Pacific Company	112 Roll Carts & lids	5,896.00
Treadwell, Tamplin & Co.	Final Billing FY2016 Audit	5,000.00
Woco Pep Oil, Inc.	Fuel August Inv#6927	2,652.26
APPROVED CONTRACTS		
University of Georgia	Final Design Workshop for coordination, final presentation, and pre-and post-production of charrette phases.	14,160.00
Jordan Engineering	Communication & coordination for bid solicitation, Prep, pre-bid meeting, and update for Addendum 2, bid opening. George Street trail	1,440.00
Jordan Engineering	E. Clark Pre-bid prep and attend/Septic lot/sewer service exhibit/E. Clark discussions with Mgr. and councilman, re-issue DDA mapping.	1,080.00

Sumner Meeker, LLC	Legal Services 1002 E. Clark Property	4,425.38
As we prepare for our upcoming FY2017 Audit we found the following invoices were not included on prior agenda's for your review and approval.		
Blue Cross Blue Shield	Employee Health Insurance for July	8,757.15
Newton County Clerk of Court	Payout of additional 664 days on E. Clark litigation	20,743.92
Strickland and Strickland	Professional/Attorney Fees for 106 W. Watson Street	1,477.50
Strickland and Strickland	Professional/Sewer Project R&R ltd. Title, sewer easement, owner's affidavits.	4,590.00
Scarborough Tree	Tree removal on Pierce Street/Dead Oak	2,400.00

Invoice Approval

Motion made by Holt, seconded by Eady to approve invoices. Motion passed 7/0.

Motion by Holt, seconded by Eady to adjourn the Regular Session for a break before entering the Executive Session at 7:37 pm. Motion passed 7/0.

Executive Session

Motion by Windham, seconded by Ready to go into Executive at 7:45 pm. Motion passed 7/0.

Roseberry gave a brief update on some personnel matters.

Motion by Holt, seconded by Eady to leave Executive Session 7:47 pm. Motion passed 7/0.

Motion by Holt, seconded by Eady to return to the Regular session at 7:47 pm. Motion passed 7/0.

There being no further business.

Motion by Windham, seconded by Baker to adjourn at 7:47 pm. Motion passed 7/0.

Respectfully Submitted;

Lauran Willis, CMC/FOA
City Clerk