



**OFFICIAL MINUTES OF THE OXFORD MAYOR AND COUNCIL MEETING
SPECIAL CALLED MEETING
MONDAY, MARCH 19, 2018 – 5:30 PM
CITY HALL**

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

OTHERS PRESENT: Matt Pepper, Assistant City Manager; Dave Harvey, Chief; Jody Reid, Utility Superintendent; Lauran Willis, City Clerk; Hoyt Oliver, Erik Oliver; Art Vinson, Cheryl Ready.

The meeting was called to order by the Hon. Jerry D. Roseberry, Mayor at 5:35 PM.
Agenda – Attachment A

Mayor Roseberry announced Hal Chitwood, Project Manager with Bureau Veritas had a last minute schedule change and was unable to attend the meeting for the presentation of the contract for building inspection services. This item will be moved to the April 2, 2018 meeting. Attachment B

Erik Oliver gave a presentation on the progress of the Yarborough House. Mayor Roseberry assigned an *ad hoc committee* to work with Oliver on the construction bids, and plans for the Yarborough House. David Eady will chair the committee, assisted by Jim Windham and Jeff Wearing.

Mayor Roseberry then called for discussion of the agenda items which needed to be voted on.

Pole Attachment Service:

Motion was made by Windham, seconded by Wearing to decline the proposal for the new cost allocation method for the Pole Attachment Services. We will continue to pay the annual fixed fee. The motion passed 7/0.

Street Deep Patching:

A motion was made by Windham, seconded by Wearing to award the proposal from Designed Installations for \$16,067, to be paid from the remainder of the FY2017 LMIG funds. The motion passed 7/0. Attachment C

Budget Amendment Request:

A motion was made by Ready, seconded by Wearing to authorize City Clerk Lauran Willis to make a budget amendment in the FY2018 Capital Budget for the second half and final cost of the Cemetery Software. The motion passed 7/0. Attachment D

Roseberry said with the appointment of the *ad hoc committee* for the Yarborough House there would be no

Executive Session.

A motion was made by Windham, seconded by Ready to adjourn at 5:59 PM. The motion passed 7/0.

Draft MINUTES OF THE OXFORD MAYOR AND COUNCIL MEETING
WORK SESSION
MONDAY, MARCH 19, 2018 – 6:00 PM
CITY HALL
Draft

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

OTHERS PRESENT: Matt Pepper, Assistant City Manager; Dave Harvey, Chief; Jody Reid, Utility Superintendent; Lauran Willis, City Clerk; Hoyt Oliver, Erik Oliver; Art Vinson, Cheryl Ready.

Items Discussed:

Water System Master Plan

Mayor Roseberry said The Newton County Water Authority is asking whether or not the city would like to be a partner in creating a county-wide Water System Master Plan. Roseberry said this is already being negotiated. Attachment E

FY2019 Operating Budget

Councilmember Mike Ready presented the first draft of the FY2019 Operating Budget. After review it was determined that item 9-b Professional – Yarborough House Project Manager should be moved to the Capital Budget. Ready proposed increasing the fee for trash & recycling by \$3.00 to help offset the cost of providing the service. Ready also mentioned the creation of the Parks & Recreation Department within the operating budget. He also said that the city will include in the Sanitation Fund the costs to operate our sanitation services. In addition, Ready said that Council should start reviewing the possibility of an increase in the millage rate. Attachment F

FY2019 Capital Budget

Councilmember George Holt presented the first draft of the FY2019 Capital Budget. Holt said the item #7 Asbury Street Parking will be changed to show 10-12 spaces and figures were not yet available from the City Engineer. Item #22 Police Department – Radio Upgrade will be removed as this project is no longer being considered. He discussed item #30 Public Works vehicles and equipment in relation to creating a long term depreciation account for these and other items for depreciation. Attachment G

A motion was made by Windham, seconded by Ready to adjourn the meeting at 6:35PM. The motion passed 7/0.

Respectfully Submitted;

Lauran Willis, CMC/FOA
City Clerk