



**OFFICIAL MINUTES OF THE OXFORD MAYOR AND COUNCIL MEETING
REGULAR SESSION
MONDAY, NOVEMBER 6, 2017 – 7:00PM
CITY HALL**

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

OTHERS PRESENT: Matt Pepper, Assistant City Manager; David Strickland, City Attorney; Dave Harvey, Chief; Lauran Willis, City Clerk; Jody Reid, Utility Superintendent; Hoyt & LaTrelle Oliver, Kendra Mayfield, Teresa & Darryl Welch, Robert Bayless, Louise Eady, Peggy Madden, Patsy Burke, Judy Greer, Anita Carson, Cheryl Ready.

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

Invocation: Hoyt Oliver / Pledge of Allegiance:

Motion made by Windham, seconded by Ready to accept the Agenda for November 6, 2017 Mayor and Council Regular Meeting. Motion passed 7/0. (Attachment A)

Honorary Councilmember

Mayor Roseberry announced we will not have an honorary councilmember for November.

Consent Agenda

- a. Motion to approve the Minutes of the Regular Meeting of October 2, 2017.
- b. Motion to approve the Minutes of the Work Session October 16, 2017.
- c. Motion to accept the Minutes of the Planning Commission for July 11, August 8 and September 20, 2017.

Windham suggested to include address on items discussed by Planning Commission.

Majority vote passed 7/0. (Attachment B)

PLANNING COMMISSION RECOMMENDATIONS/PETITIONS

None

CITIZENS COMMENTS/CONCERNS

Council heard comments from Vivian Harris regarding the need for a culvert at her property located at 406 W. Soule St.

MAYORS REPORTS

Mayor Roseberry said he will be attending the Georgia Regional Commissions Conference in St. Simon on

Wednesday and Thursday of this week and Friday through Saturday, he and Matt will attend the 2017 Mayors Summit hosted by MEAG.

Roseberry also said Assistant City Manager Matt Pepper is working on a memo from the retreat. Matt is working with Chief Harvey on changes for the police department operations and will have a report at the November work session.

Historic Preservation Committee

Councilmember Melvin Baker presented a report from the historic committee on the house at 6153 Emory Street referred to by some as the (Bloodworth Property). The recommendations by the committee were to demolish the residence and develop the property as "pocket park" with the completion of the proposed side walk and pedestrian bridge crossing Interstate 20. In addition their research of the residence located at 107 W. Clark Street (the Yarbrough House) be used as a multi-purpose facility that might include a Welcome Center, a Historic Museum, Community Center and Coffee Shop. (Attachment C)

N. Emory Sewer Project Second Reading for Sec. 36-93 Ordinance Change

We had the second reading of the Ordinance by City Council to Amend Chapter 36 Utilities, Article IV Sewer Service, by amending Section 36-93 Paragraphs D and E Requirements of Mandatory Connection; to repeal all conflicting ordinances; to provide for Severability, an effective date; and for other purposes.

Motion was made by Ready, seconded by Davis, to amend the Ordinance Chapter 36 Utilities, Article IV Sewer Service, Section 36-93, and Paragraphs D and E requirements of Mandatory Connection. Motion passed 5 yea's with 2 votes Windham and Eady vote nay. (Attachment D)

Grant Writer

A motion was made by Windham, seconded by Eady to pursue a contract with Erik Oliver to research grants for the historic preservation of 107 W. Clark Street (Yarborough House) former home of Atticus Haygood at the cost of \$25.00 per hour not to exceed \$1,000.00 without prior approval from council. Motion passed 7/0.

Further, once research is complete, the city will contract with Oliver to pursue the grant application for funding, with contract fee to be determined at that time.

Moore Street Traffic Study

Chief Harvey presented a report regarding the speeding complaints on Moore Street. It was recommended to be safer and more efficient to have a speed bump installed rather than stop signs.

A motion was made by Windham, seconded by Ready to put a speed table (like the ones we have at the trail crossings) at the western edge of Long Street Circle. Motion passed 7/0 Attachment E

Windham requested we add to the work session for discussion regarding weight limit signs.

Honorary Councilmember of the Month Program

This item will be moved to the work session for further discussion.

101 Longstreet Circle

Assistant City Manager Matt Pepper presented results of a survey sent to 62 homes located in the Longstreet Circle subdivision regarding the empty lot at 101 Longstreet Circle. There was 57.1% in favor of a park, with 31.4% opposed and 11.4% unsure. Concerns were lack of parking, attracting people from other neighborhoods and traffic on Moore Street.

A motion was made by Windham, seconded by Baker to assign this project to the Trees, Parks and Recreation committee for recommendations and proposals for the type of park, safety and lighting issues. The motion passed 7/0. Attachment F

Local Maintenance and Improvement Grant

Assistant City Manager Matt Pepper presented a resolution for the FY2018 LMIG Grant Program designating East Bonnell Street for this project. The estimated project cost is \$28,798.00. DOT has approved \$23,873.46 for the completion of this project. The Grant program requires the cities' match of 30% or \$7,695.17. We recommend that Council approve the resolution to be submitted to DOT.

A motion was made by Eady, seconded by Holt to approve the resolution to be submitted to DOT for the FY2018 LMIG funding. Motion passed 7/0. Attachment G

Pepper said the other streets designated for resurfacing in FY2018 are Mitchell Street and Wentworth which have been budgeted in Capital/Streets fund.

INVOICES OVER \$1,000.00

VENDOR	DESCRIPTION	AMOUNT
MONTHLY		
City Oxford Utilities	City Hall/Maintenance Facility/Old Church/Pump Station on Richardson Utilities for (September)	2,059.54
Georgia Municipal Association	Employee Retirement Contributions (Oct) Inv#326992	6,279.16
Georgia Municipal Association	Employee Retirement Contributions (Nov) Inv#327913	6,279.16
Blue Cross Blue Shield	Health Insurance (Nov)	9,439.93
City of Covington	Quarterly Sewer 6/30/2017 – 9/30/2017	11,388.00
Latham Home Sanitation Co. Inc.	Monthly curbside service for October Inv#126276	5,636.10
Newton County Water & Sewer	Water Purchase Cornish Creek for September Inv#2344	18,637.00
Newton County Water & Sewer	Sewer charges 8/30/2017 – 9/28/2017	6,768.30
Newton County Water & Sewer	Sewer charges 9/28/2017- 10/30/2017	6,108.58
Sophicity	Monthly IT Services Inv#9003 Oct	1,752.60
Sophicity	Monthly IT Services Inv#9123 Nov	1,752.60
Southeastern Power Admin.	SEPA energy cost (Sept) Inv. B-17-3221	3,446.60
PURCHASES/CONTRACT LABOR		
C. David Strickland	Professional Services - September	4,218.88
C. David Strickland	Professional Services - October	1,248.52
Display Sales	Custom Banners - Welcome & New Farmers Market	1,679.00
Erik Oliver	Boardwalk repair and staining / Total labor + materials	1,700.00
Mason Tractor Co.	Chipper Repair	1,091.21
McNair, McLemore, Middlebrook	CPA Professional/Audit Prep FY2017	6,957.25
MEAG	Annual SCADA Emulation – ePrism 11/1/17-10/31/18	1,440.00
OTIS	Annual Elevator Service Contract 11/1/17 - 10/31/18	2,447.42
Phoenix Staffing	Temp services from week ending 10/22/2017	1,008.00
Ready Rent-All, Inc.	Chipper Rental Inv#5915	1,457.50
WOCO Pep Oil, Inc.	Fuel Inv#6797 from July, invoice was not sent to Clerk	3,198.78
WOCO Pep Oil, Inc.	Fuel Inv#7961 for September	2,019.94
WOCO Pep Oil, Inc.	Fuel Inv#7186 for October	2,563.86

	APPROVED CONTRACTS	
HCS Services, LLC	First Draw 32% on Georgia Street Trail Extension	60,000.00
Jordan Engineering	Field coordination, Control, traverse, recon ,data collection/Easement documents for sewer project/GDOT discussion/other	6,280.00
Marable-Pirkle, Inc.	100% Completed on Electrical System Upgrade and Pole Replacement/Labor & Equipment	14,712.00
Scarborough Tree Service	Emergency/Tropical Storm Erma- removal large broken hanging limbs Pierce & Haygood/ Tree removal Asbury & Collingsworth/ Fletcher & Asbury/Pierce Street fallen tree. Inv#11998	6,600.00
Scarborough Tree Service	Emergency/Tropical Storm Erma – tree removal W. Soule & Asbury/Coke & W. Watson/Walking path/Walking Trail rights-of-way on W. Watson.	6,900.00
Sumner/Meeker, LLC.	Legal/Professional depositions Jackson property	1,187.50

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 7:35 pm. Motion passed 7/0.****Executive Session****Motion by Ready, seconded by Windham to go into Executive at 7:43 pm. Motion passed 7/0.**

Old Business:

Attorney Strickland updated council on Real Estate matters.

New Business:

Roseberry informed council of a request Assistant City Manager Matt Pepper received regarding easements for the Emory Street Sewer project.

Motion by Holt, seconded by Windham to leave Executive Session at 8:20 pm. Motion passed 7/0.

There being no further business.

Motion by Windham, seconded by Davis to adjourn at 8:20 pm. Motion passed 7/0.

Respectfully Submitted;

Lauran Willis, CMC/FOA
City Clerk