



**OFFICIAL MINUTES OF THE OXFORD MAYOR AND COUNCIL MEETING  
REGULAR SESSION  
MONDAY, OCTOBER 1, 2018 – 7:00 PM  
CITY HALL**

**MEMBERS PRESENT:** Jerry D. Roseberry, Mayor; and Councilmembers: George Holt; Jim Windham; Mike Ready; and Jeff Wearing, Sarah Davis. Councilmember David Eady was not present.

**OTHERS PRESENT:** Matt Pepper, City Manager; Dave Harvey, Chief; Lauran Willis, City Clerk; Jody Reid, Utility Superintendent; David Strickland, City Attorney; Hoyt Oliver, Cheryl Ready, Patsy Burke, Nita Carson, Art Vinson, Judy Greer, Peggy Madden, Daryl Welch Reporter for the Covington News; Laura Gafnea, Communication Director with Oxford College; Charlie Phillips, Mike McQuade, and Douglas Hicks Dean of Oxford College.

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

Invocation was delivered by Hoyt Oliver  
Pledge of Allegiance

**Motion was made by Holt, seconded by Wearing to accept the Agenda for the October 1, 2018 Mayor and Council Meeting. The motion passed 6/0. Attachment A**

**Consent Agenda**

**Approved 6/0. Attachment B**

**Mayors Report**

Mayor Roseberry introduced Laura Gafnea as the honorary councilmember for October and presented her with a proclamation for her participation. Roseberry said that Laura has been recently added as a board member with Newton County Tomorrow. Attachment C

Roseberry gave an update of the monthly Police Department activity.

Roseberry announced that there will be a retirement reception for David Dennis in the Community Room at City Hall on October 3, 2018 at 3:00 pm. David has been employed with the City for 31 years.

**Planning Commission Recommendations/Petitions**

None

**Citizens Concern**

None

**Campus Life Center Project-**

City Manager Matt Pepper said the College has requested a variance to build within the setback for the proposed Campus Life Center project. The Planning Commission recommends that Council grant the variance request. There will be a Public Hearing for the request on Monday, October 15<sup>th</sup> at 6:00 PM. Attachment D

**Asbury Street Park Contractor Recommendations**

City Manager Matt Pepper said that the FY2018 Capital Budget includes \$800,000 for the construction of a city park located on Asbury Street. Pepper said the city received proposals from nine contractors with cost ranging from \$1,423,158 to \$733,685. Pepper made a recommendation to Council to award the contract to HCS Services, LLC for \$733,685. Pepper said that the purchase order will cover all the costs associated with the construction of the park except the playground equipment and surfacing.

**A motion was made by Wearing, seconded by Ready to approve the recommendation for the proposal from HCS Services, LLC for \$733,685. The motion passed 6/0. Attachment E**

**Handicap Ramp for Old Church**

City Manager Matt Pepper said we received a revised estimate in the amount of \$14,924 from Designed Installations by Jim Williams to install a 36' x 5'6" handicap ramp constructed of treated yellow pine at the entry of the north wing of Old Church.

**A motion was made by Ready, seconded by Davis to approve the revised proposal from Designed Installations in the amount of \$14,924 for construction of the treated yellow pine ramp at Old Church. The motion passed 6/0. Attachment F**

**107 W. Clark Street Renovation Project**

Councilmember Jeff Wearing gave an update on the renovation of the Yarborough House at 107 W. Clark Street. Wearing said it has been discovered there is a live termite infestation in both structures. The house seems to have minor damage, but the garage has considerable damage. Wearing said the exterminators are on schedule to treat both structures this week. Wearing requested this item be included on the work session agenda for discussion regarding the garage.

**Nomination to the TPR Board**

Chairperson Cheryl Ready said the Trees, Parks and Recreation Board is recommending that Council appoint Amber Moon of 1408 Emory Street to serve as a member of the TPR Board.

**A motion was made by Holt, seconded by Ready to approve the recommendation to accept Amber Moon as a new member to serve on the Trees, Parks and Recreation Board. The motion passed 6/0.**

**Update on the Emory Street Sewer Project**

City Manager Matt Pepper said the contractor has completed the E. Bonnell outfall and connected to the existing sewer main. Pepper said they are on schedule as projected.

**Invoice Approval**

**A motion was made by Windham, seconded by Wearing to approve payment of the invoices. The motion passed 6/0.**

**INVOICES OVER \$1,000.00**

VENDOR	DESCRIPTION	AMOUNT
<b>MONTHLY</b>		
<b>Blue Cross Blue Shield</b>	Health Insurance Employees (10/1 – 11/1)	13,216.03
<b>City of Oxford Utilities</b>	City Hall/Maintenance Facility/Old Church/Pump Station on Richardson/107 W. Clark St. Utilities for (Bill Date 9/28/2018)	1,620.31
<b>Georgia Municipal Association</b>	GMEBS/Retirement Trust Fund (Sept) Inv. 343371	6,491.75
<b>Latham Home Sanitation</b>	Garbage and Recycling Service (September)	6,891.38
<b>Southeastern Power Admin.</b>	SEPA energy cost (August) Inv. B-18-2938	2,919.27
<b>Sophicity</b>	Software/ Technical Maintenance (August) Inv. 10138	1,804.60
<b>PURCHASES/CONTRACT LABOR</b>		
<b>Cintas</b>	Uniforms 8/1 – 8/31	1,277.35
<b>McNair/McLemore/Middlebrooks</b>	Preparation of 2018 Audit	3,700.00
<b>NaturChem Inc.</b>	Treat kudzu on Cindy Ct. and walking trails	2,350.00
<b>Phoenix</b>	Temp Service Week ending 9/16/19	1,001.70
<b>Phoenix</b>	Temp Service Week ending 9/23/2018	1,108.00
<b>Pro-Tec Fire Protection, LLC</b>	Annual inspection of all fire extinguishers	1,458.62
<b>Sensus</b>	One 2” Compound Maincase meter	1,228.06
<b>Verizon Wireless</b>	New phones for Jody and Scottie	1,259.54
<b>APPROVED CONTRACTS</b>		
<b>HCS Services</b>	Clearing and stump grinding at 107 W. Clark St.	10,900.00
<b>Lakeside Land Design</b>	Design Program, preliminary site plans, meetings for park.	9,450.00
<b>Scarborough Tree, Inc.</b>	Tree removal for sewer project on Emory & Stone St.	3,000.00
<b>Site Engineering, Inc.</b>	Sewer Extension project on Emory Street/1 <sup>st</sup> Draw	65,313.00

**Adjourn**

**A motion was made by Windham, seconded by Wearing to adjourn the meeting at 7:25 pm. The motion passed 6/0.**

Respectfully Submitted;

Lauran Willis, MMC/FOA  
City Clerk