



**OFFICIAL MINUTES OF THE OXFORD MAYOR AND COUNCIL MEETING
REGULAR MEETING**

MONDAY, June 6, 2016 – 7:00 P.M.

CITY HALL

Minute Summary

MEMBERS PRESENT: JERRY D. ROSEBERRY, MAYOR; COUNCILMEMBERS: JIM WINDHAM; SARAH DAVIS; GEORGE HOLT; DAVID EADY; MIKE READY; DR. MELVIN BAKER JOINED COUNCIL AFTER BEING SWORN IN.

OTHERS PRESENT: Bob Schwartz, City Manager; James Pilgrim, Lieutenant; David Strickland, City Attorney; Lauran Willis, City Clerk; Jody Reid, Utility Superintendent; Hoyt and LaTrelle Oliver, Mary Carter, Peggy Madden, Terry Smith, Todd Cain, Kendra Mayfield, Cheryl Ready, Jeff Wearing.

The meeting was called to order by the Hon. Jerry D. Roseberry, Mayor and the invocation given by Hoyt Oliver

Pledge of Allegiance:

A motion was made by Eady, seconded by Ready to accept the Agenda for the June 6, 2016 Mayor and Council Regular Meeting. The motion was approved 6/0.

Mayor Roseberry announced Peggy Madden as the Honorary Councilmember for June and presented her with a proclamation as appreciation for her participation.

A motion was made by Windham, seconded by Holt to approve the Minutes of the May 2, 2016 Regular Meeting. The motion was approved 6/0.

A motion was made by Eady, seconded by Ready to approve the Minutes of the May 16, 2016 Public Hearing and Work Session. The motion was approved 6/0.

PLANNING COMMISSION RECOMMENDATIONS/PETITIONS

There were no new recommendations from the planning commission.

CITIZENS COMMENTS/CONCERNS

LaTrelle Oliver applauded Mayor Roseberry in recognition of his article in relation to the three C's: Communication, Compromise and Collaboration. (News Article)

Mayor Reports

Citizen Complaints – Traffic Control on East Soule

Mayor Roseberry reported on a citizen complaint regarding traffic control on East Soule Street. After discussion:

A motion was made by Windham, seconded by Davis to direct the Police Chief to prepare an evaluation of traffic control measures currently in place throughout the city and recommend to the council any changes he deems appropriate for the use of radar control. The motion was approved 6/0.

PERSONAL FINANCIAL DISCLOSURE REPORTS

City Clerk Luran Willis reminded council of their Personal Financial Disclosure Reports due July 1, 2016.

BUILDING ON EAST CLARK STREET

Mayor Roseberry said a city employee has expressed interest in purchasing some of the material from the newly acquired building on East Clark Street. Scottie Croy has asked for permission to remove the roof and supporting trusses before the building is demolished. After discussion all council were in favor of a recommendation for city attorney to draft a contract for the city to sell the roof and other material to Scottie Croy for an amount equal to his fee for removing and disposing of the material after the city attorney has cleared the city to dispose of the building.

Councilmember Terry Smith resigned

Mayor Roseberry announced Councilmember Terry Smith has resigned as he and Kathie have moved to Covington and sold their house in Oxford. The city charter provides that the Mayor and Council shall elect a replacement to serve the balance of Councilman Smith's term which ends 12/31/17. Mayor Roseberry presented a letter of appreciation to Councilman Smith in recognition of his 18 years of service to the city. (Attachment G) Following the recognition to Smith, Mayor Roseberry asked for nominations for his replacement.

A motion was made by Windham, seconded by Holt to nominate Dr. Melvin O. Baker to fill the remainder of Terry Smith's term through 12/31/2017. The motion was approved 6/0.

David Strickland, City Attorney administered the Oath of Office to Dr. Baker officially swearing him in to fill the term as Council Member for Post 6 through 12/31/2017.

GDOT

Mayor Roseberry announced that GDOT has awarded the city of Oxford \$27,300 for pedestrian safety improvements and presented a list of recommendations for council to review. After discussion City Manager Bob Schwartz was directed to discuss the recommended changes with GDOT and report back to council at the next work session with a project completion schedule.

July 4th Parade update

City Clerk Luran Willis gave an update on the progress of July 4th parade and events. Willis said we are on schedule with the plans; notices have been sent to the citizens; and personal invitations have been sent to various constituents. She said that she and Councilmember Sarah Davis are still working to obtain concessions from the local churches and to acquire a color guard.

Downtown Development Authority (DDA) Update

Councilmember Mike Ready said the committee has met a couple of times, once with GMA, and they are scheduled to meet again Thursday, June 9th and will present their findings to council at a later date.

FY2017 Budget

City Manager Bob Schwartz presented a resolution to adopt the FY2017 Proposed Budget and FY2017 Capital Projects Budget. There being no further questions or discussion;

A motion was made by Holt, seconded by Eady To Adopt An Annual Balanced Budget In Accordance With Chapter 81, Title 36 Of The Official Code Of Georgia, Annotated. The motion was approved 7/0.

Millage Rate

City Clerk Luran Willis reported that we do not expect to have the figures from the tax assessor before June 20, 2016 at which time they will be presented to council for discussion.

Invoice Approval**INVOICES OVER \$1,000.00**

VENDOR	DESCRIPTION	AMOUNT
City Oxford Utilities	City Hall/Maintenance Facility/Old Church/Pump Station on Richardson Utilities for April	1,088.84
City of Covington	Sewer 12/31/2015 – 3/31/2016	9,756.00
Consolidated Monthly Remittance	Municipal Court State Funds	1,211.10
Courtware Solutions Inc.	Monthly licensing, support and maintenance	1,151.71
GMEBS Retirement	Employee Retirement Fund (May)	5,946.33
Humana	Health Insurance (May)	6,993.20
Latham Home Sanitation	Monthly waste removal services	5,636.10
Newton County BOC	Cornish Creek Water Fund	11,937
Newton County Water & Sewer	Sewer charges for March	5,176.70
Sophicity	IT in a Box (May)	1,701.68
Southeastern Power Administration	SEPA energy cost	3,293.94
PURCHASES/CONTRACT LABOR		
Card Services/Master Card	GCCMA Conference for City Manager/Lunch for UGA Students/Coffee/Honorary Council Lunch/file cabinet clerk's office/Clerk training-Stacey/Refreshments Asbury Park Committee, misc.	1,611.12
Covington Automotive Repair	Replace transmission assembly 2008 Ford F150 truck	2,646.25
David Strickland	Invoices for April	2,169.83
Gresco	Electric supplies for Bonnell St. upgrade	2,885.00
Ground Effects Landscaping	To pump and treat Wearing's pond	6,357.85
Upbeat Site Furnishings	Picnic table at City Hall includes shipping charge	1,203.92
APPROVED CONTRACTS		
Burford's Tree Service	Powerline Tree Trimming 3/5	4,552.00
Burford's Tree Service	Powerline Tree Trimming 3/12	4,552.00
Jordan Engineering	Work completed in March	6,930.00
Scarborough Tree Service	Removal of 1 L Pine on Collingsworth/grinding and cleanup	1,800.00

Scarborough Tree Service	Removal of 2 Hardwoods on Clark St./stump grinding and cleanup	1,800.00
Sumner/Meeker, LLC	Professional Services 4/5 – 4/21	1,395.00
The Simshauser Company Inc.	Appraisal of Emory Street Sidewalk	1,750.00

After review and questions:

A motion was made by Holt, seconded by Eady to approve payment of the invoices. The motion was approved 7/0.

A motion was made by Windham, seconded by Holt to enter into an Executive Session at 7:45 PM. The motion was approved 7/0.

Executive Session

A motion was made by Ready, seconded by Davis to adjourn the Executive at 8:16 PM. The motion was approved 7/0.

A motion was made by Windham, seconded by Holt to return to the Regular Session at 8:16. The motion was approved 7/0.

A motion was made by Windham, seconded by Holt to adjourn the regular session at 8:16 PM. The motion was approved 7/0.

Respectfully submitted,



Lauran S. Willis, CMC/FOA
City Clerk