

**OXFORD MAYOR AND COUNCIL
REGULAR SESSION
MONDAY, MARCH 4, 2013 – 7:00 P.M.
CITY HALL
A G E N D A**

1. Call to Order, Mayor Jerry D. Roseberry
2. Invocation
3. Pledge of Allegiance
4. Motion to accept the Agenda for the March 4, 2013 Mayor and Council Meeting
5. Honorary Councilmember – This has been postponed until April when Frank Peay will serve. He was appointed by Terry Smith
6. Motion to approve the [Minutes](#) of the regular meeting of February 4, 2013 and the [Minutes](#) of the public hearing of February 4, 2013.
7. Motion to accept the [Minutes](#) of the January 8, 2013 Planning Commission Meeting
8. Planning Commission Recommendations/Petitions
9. Citizen Concerns
10. Committee Reports
11. Invoice Approval
12. Adjourn

COMMITTEE REPORTS

1. JERRY D. ROSEBERRY, MAYOR

- a. **Council Committees** – We have the first reading of an [ordinance](#) to amend how our council committees function. The amendments to the personnel procedures we discussed during the February work session are not necessary because an ordinance adopted on March 7, 2011 deleted the personnel section of the city code. This was superseded by the personnel rules and regulations contained in the Employee Handbook adopted in February 2011.

2. DAVID STRICKLAND, CITY ATTORNEY

3. BOB SCHWARTZ, CITY MANAGER

- a. **Demographics and Newton County development** – a short report of a recent presentation made to the Chamber of Commerce about economic development.

4. GEORGE R. HOLT, FINANCE/OVERSIGHT/PERSONNEL

- a. SECOND READING of an [ORDINANCE](#) To Amend Chapter 4 Revenue and Finance, Article III Budget, By Amending Section 4-318 Transfer Of Appropriations.
- b. SECOND READING of an [ORDINANCE](#) To Amend Chapter 4 Revenue and Finance, Article III Budget, By Amending Section 4-310 Amendments.
- c. SECOND READING of an [ORDINANCE](#) To Amend Chapter 4: Revenue And Finance; Article V: Centralized Purchasing Sections 4-502, 4-503, 4-504, and 4-505.

5. DAVID EADY, PLANNING/ZONING/STORMWATER

- a. **Signs in the public right-of-way** – We have first reading of an [ordinance](#) to amend the zoning ordinance to add signs in the public right-of-way to the list of non-confirming signs that may be approved by the Planning Commission.

6. LYN PACE, CEMETERY/PUBLIC SAFETY

- a. Oxford Historic Cemetery Funding.

7. FRANK J. DAVIS, STREETS/SIDEWALKS/SOLID WASTE

- a. **Solid Waste Policy** – We have included the enclosed information [sheet](#) with this month’s utility bills.
- b. **Asphalt Patching Bids** – We recommend the award of the low [bid](#) to Cecil Key Paving for \$21,920 for 22 patches on West Bonnell, Wentworth Drive, Academy Court, West Soule Street, Collingsworth Street, East Richardson Street, and Moore Street totaling 180.4 tons of asphalt patches. We have received a grant of \$15,064.65 from the state Department of Transportation. The balance of \$6,855.35 will come from the Repairs and Maintenance account 100-4200-522200-000 in the Streets Department.

8. TERRY A. SMITH, UTILITIES/PUBLIC WORKS

9. JAMES H. WINDHAM, BUILDINGS & GROUNDS/PARKS/TREES

- a. **No Smoking in parks or trails** – We have enclosed two ordinances for first reading approval:
 - i. An [Ordinance](#) to prohibit any tobacco use in city parks, recreation facilities, or multi-use trails.
 - ii. An [Ordinance](#) to provide a penalty for this and all other regulations contained in Article V of the city code.

INVOICES OVER \$1,000.00
Routine Monthly Bills Paid

VENDOR	DESCRIPTION	AMOUNT
BB&T	Loan Pmt. /Community Center/City Hall (Feb)	6,146.25
BB&T	Loan Pmt. /Mtn. Facility (Feb)	7,405.94
GMEBS Retirement Trust	Employees Retirement Fund for (Feb)	6,167.50
GSCCCA	Municipal Court Consolidated State Funds	1,012.40
Humana	Employees Health Insurance (Mar)	7,647.37
Latham Home Sanitation	Waste & Recycle removal (Jan)	5,228.74
NC BOC/Cornish Creek	Water Purchase for (Jan)	12,540.00
NC Water & Sewer	Plant Operation & Maintenance (Jan)	6,758.33
Sophicity	Monthly Technical Services for (Feb)	1,280.00
Southeastern Power Admin	SEPA Energy Cost (Jan)	3,356.71
<u>PURCHASES/CONTRACT LABOR</u>		
Oxford Cemetery Foundation	% of sale for 4 grave lot	2,000.00
Strickland & Strickland	Legal/Professional	1,815.75
<u>APPROVED CONTRACTS</u>		
Monroe Tree Works	Two Trees on Trial & Wesley St. 7 hrs. 2/21/2013	2,450.00
Monroe Tree Works	Four Trees on Trial & Clean Up- 7 hrs. 2/20/2013	2,450.00
Monroe Tree Works	Clean up on Trial 7 hours 2/21/2013	2,450.00
Newton County BOC	Fire Tax for 2011 & 2012	45,166.46
Newton County Tomorrow	Workgroup Program Management	2,100.00
Kinnett Enterprises, LLC	Draw 2 of Phase 3 Renovation City Hall/Fire Dept.	15,000.00
Townsend Tree Service	Electric Line Tree Clearing, Feb 8, 2013	3,825.50
Townsend Tree Service	Electric Line Tree Clearing, Feb 14, 2013	4,032.40
Townsend Tree Service	Electric Line Tree Clearing, Feb 21, 2013	3,825.50