

**OFFICIAL MINUTES OF THE OXFORD MAYOR AND COUNCIL MEETING  
MONDAY, APRIL 4, 2011 – 7:00 P.M.  
COMMUNITY CENTER, OXFORD, NEWTON, GEORGIA**

**MEMBERS PRESENT: JERRY D. ROSEBERRY, MAYOR; SUE DALE; MAYOR PRO-TEM; COUNCIL MEMBERS TERRY SMITH; HOYT P. OLIVER; GEORGE HOLT; FRANK DAVIS**

**OTHERS PRESENT: THARON GIDDENS WITH THE COVINGTON NEWS, C. David Strickland, City Attorney, CLARK MILLER, CITY ADMINISTRATOR**

The April meeting was called to order by the Honorable Jerry D. Roseberry, Mayor, and the invocation given by Council member Hoyt P. Oliver.

Pledge of Allegiance

**A motion was made by Oliver, seconded by Smith, for the approval of the April 4, 2011 Agenda and the April 4, 2011 Addendum Items. The Council vote unanimous.**

**A motion was made by Smith, seconded by Holt, for the approval of the Minutes of the March 7, 2011 Mayor and Council Meeting. The council vote unanimous.**

**A motion was made by Oliver, seconded by Dale to accept the Minutes of the February 8, 2011 Planning Commission. The council vote unanimous.**

Attachment A

**MAYORS REPORT**

The Georgia Senate has passed the bill for the City Manager form of Government and the Homestead Exemption. The bills are waiting for the governor's signature.

Mark Auslander will be at City Hall on April 6<sup>th</sup> at 3:00 pm to make a presentation regarding the history and the name of "Miss Kitty Boyd".

The Mayor and Council Retreat will be April 16, 2011 @ the City Hall Community Center from 9:00 am until 4:00 pm.

The Mayor and Council Regular Session is set for May 2<sup>nd</sup> @ 7:00 pm.

There will be a Called Meeting on April 18, 2011 at 6:00 to discuss finance and personnel followed by the regular monthly work session.

**Mayor & Council**

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**PLANNING COMMISSION RECOMMENDATIONS/PETITIONS**

Hoyt Oliver: The next planning commission meeting is scheduled for April 12<sup>th</sup>. Any comments in relation to changes to the zoning should be sent to David Eady, Chairman, prior to April 12, 2011.

Frank Davis expressed concern and recommended the citizens whose properties will be affected by the zoning change be notified. Oliver indicated he will notify the citizens involved in these changes.

**FINANCE/OVERSIGHT**

George Holt, Chairman

**PERSONNEL/PUBLIC SAFETY/PARKS/TREES**

Sue Dale, Chairman

**PLANNING/STORM WATER/CEMETERY**

Hoyt Oliver, Chairman

**A motion was made by Oliver, seconded by Smith, to approve a request from Oxford College for the use of the Property at 605 North Emory as office space to run concurrently with the current conditional use permit which will expire July 2011. The Council vote unanimous.**

**A motion was made by Oliver, seconded by Dale, to approve a request from Cheryl Christian of the Newton County Historical Society to host the "Voices from the Past" in the Oxford Historical Cemetery, October 13, 2011. The Council vote unanimous.**

**A motion was made by Oliver, seconded by Frank Davis, to approve a request from Mt. Zion Baptist Church to hold a yard sale on the property by the post office on April 9<sup>th</sup> for the purpose to raise money for the church. A motion was added to include a conditional clause that the city assumes no liability. The Council vote unanimous.**

**SIDEWALKS/STREETS/SOLID WASTE**

Frank J. Davis, Chairman

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**BUILDINGS/GROUNDS/PARKS/TREES**

James H. Windham, Chairman

**CITY ADMINISTRATOR**

Clark Miller

A motion was approved at the March 7, 2011 Mayor and Council Regular Session to amend the 2011 budget to provide \$20,000 for Art Work for the New City Hall. After further review and discussion it has been decided to put this project on hold and add the \$20,000 for this project to the new 2011/2012 budget in July.

The Department of Transportation has approved the Highway 81 paving project. The project will begin at the Quick Trip in Covington and extend north of the city. The city is responsible for lowering and raising any manholes and water valves.

The city received a letter from the Home Owners Association at Victoria Station for consideration of a refund of the \$3,212.02 in electric bills they paid to Georgia Power for the sewer pump that belongs to the city.

Smith expressed concern that the city replaced the pump and it may be during a period of time in which the property had not been dedicated to the city. If it has not been dedicated based on the date structure it would not be the city's liability. He suggested the city review the final plat to determine when the city bought the pump and make the necessary adjustments.

**EXECUTIVE SESSION**

Personnel Committee

**A motion was made by Dale, seconded by Oliver for personnel committee and City Administrator to select a qualified candidate for the position of the Assistant to City Clerk and set a salary at grade 12. The Council vote unanimous.**

**ADDENDUM ITEMS FOR AGENDA**

April 4, 2011

**Mayor**

Mt. Zion Baptist Church – Request to use City Lot next to post office for yard sale.

**Clark Miller/City Administrator**

Quotation – Lakata Contracting Company - Car Radar 1,584.00

**Invoices for Approval**

Howard Brothers, Inc. Hose for leaf truck \$1,075.15

INVOICES OVER \$1,000  
APRIL

INVOICES

Routine Monthly Bills Paid

VENDOR	DESCRIPTION	AMOUNT
City of Covington	Gas Service	\$1,520.57
US Dept of Energy	Purchase Power	\$3,457.88
MetLife Small Bus Center	Employee Life Ins. March 1	\$348.03
United Healthcare	Health Ins. March 1	\$8,455.74

Purchases/Contract Labor

Associated Staffing	Temporary Hire 2/7 – 2/18	\$1,732.32
Woco Pep Oil	Gasoline Purchase – Feb	\$4,260.06
Consolidated Pipe	Water Supplies	\$1,296.10
Alexander, Royston	Professional Fees – Jan	\$6,678.25
Alexander, Royston	Professional Fees - Feb	\$2,602.00

Approved Contracts

D & J Trenching	Repair Moore St. water line	\$1,400.00
Steve Hathorn	Legal Services Jan-March	\$1,250.00
Georgia Municipal Association	Retirement Cost Study	\$1,875.00
UGA	Personnel Policies Update	\$4,750.00
Fulgham's Inc.	Deep Root Stimulation	\$2,950.00
Wagner Services	Janitorial for Feb	\$1,473.00
Think IT Solutions	Purchase/&Install desktops	\$1,851.45

**A motion was made by Davis, seconded by Dale for the approval of the April 4, 2011 Invoices. The Council vote unanimous.**

**A motion was made by Smith, seconded by Davis to adjourn. The Council vote unanimous.**

Attachment: A

Attachment: B

Respectfully Submitted;

Lauran S Willis  
Deputy Clerk/Court Clerk