

**OFFICIAL MINUTES OF THE OXFORD MAYOR AND COUNCIL MEETING  
REGULAR MEETING  
MONDAY, OCTOBER 6, 2014 – 7:00 P.M.  
CITY HALL**

**MEMBERS PRESENT: JERRY D. ROSEBERRY, MAYOR; COUNCILMEMBERS: JIM WINDHAM; TERRY SMITH;  
SARAH DAVIS; LYN PACE; DAVID EADY; GEORGE HOLT**

**OTHERS PRESENT: Bob Schwartz, City Manager; Dave Harvey, Police Chief; David Strickland, City Attorney;  
Mike and Cheryl Ready, Hoyt and LaTrelle Oliver, Anderson Wright, Vivian Harris, Kendra Mayfield, Huanne  
Burnette, Covington News, Randy Schafer**

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

Pledge of allegiance

**A motion was made by Windham, seconded by Pace to accept the Agenda for the October 6, 2014 Mayor and  
Council meeting. The vote was 7 in favor and 0 opposed, motion approved.** Attachment A

Mayor Roseberry announced Ms. Huanne Burnett as the Honorary Councilmember for October as appointed by  
Councilmember Sarah Davis and presented her with a Proclamation as appreciation for her participation.  
Attachment B

**A motion was made by Pace, seconded by Windham for the approval of the Minutes of the September 8, 2014  
Regular Meeting. The vote was 7 in favor with 0 opposed, motion is approved.** Attachment C

**A motion was made by Pace, seconded by Eady to accept the Minutes of the September 9, 2014 Planning  
Commission meeting. The vote was 7 in favor with 0 opposed, motion approved.** Attachment D

**PLANNING COMMISSION RECOMMENDATIONS/PETITIONS**

None

**CITIZENS COMMENTS/CONCERNS**

None

**Mayor's Reports**

Mayor announced he will be at the Board of Commissioners meeting tomorrow night October 7, to lead the  
pledge.

**Sanitary Sewer Connections -**

Bob Schwartz, City Manager - The city code requires any house located within 100 feet of a sewer line connect  
to the sanitary sewer. We have eighteen owner occupied homes in our city that meet this requirement and are  
not connected. The standard tap fee is \$3,600. We recommend a motion to approve the special tap fee of  
\$1,700 along with a payment plan option. Attachment E & F

**A motion was made by Windham, seconded by Eady to adopt the \$1,700 special tap fee and the payment plan  
options with notices sent to the eighteen customers who meet this requirement. The vote was 7 in favor with  
0 opposed, motion approved.**

**Maintenance Facility Generator –**

Bob Schwartz, City Manager presented two quotes for a generator to be installed at the Maintenance Facility with a recommendation that city council award a purchase order to Ozburn Electrical Contractors as the low bid for a generator and installation at the maintenance facility in the amount of \$10,256.00. This is in the FY2015 capital projects budget for \$20,000. Attachment G

**A motion was made by Windham, seconded by Holt to approve a purchase order to Ozburn Electrical Contractors for a generator and installation at the maintenance facility in the amount of \$10,256. The vote was 7 in favor with 0 opposed, motion approved.**

**City Entrance Signs -**

Mayor Jerry Roseberry announced he is working with a company in Peachtree City on a design for the city entrance signs and presented several samples. The material is polyethylene that is hard like brick and won't weather, rot or peel. An estimated cost would be around \$5,000 each. We won't know the exact cost until we have selected the design and material. Mayor Roseberry stressed the deadline in getting this completed before the Convocation in December. It was suggested there be a committee to go look at the signs and materials before making a decision and asked for volunteers. Councilmember Jim Windham volunteered and asked David Eady if he would be available to go with him and City Manager Bob Schwartz. Mayor Roseberry appointed Jim Windham, David Eady and Bob Schwartz to serve on this committee.

**College Walk Apartments -**

City Manager Bob Schwartz presented a memo along with a customer service agreement and a water and sewerage service easement as drafted by City Attorney David Strickland. After review and discussion: Attachment H

**A motion was made by Windham, seconded by Smith to adopt the Utility Customer Service Agency Agreement between the City of Oxford and Eagle Pool 1 Owner, LLC. The vote was 7 in favor with 0 opposed. The motion approved.** Attachment I

**A motion was made by Windham, seconded by Smith to adopt the Water and Sewerage Service Easement as drafted by City Attorney David Strickland between Eagle Poole 1 Owner, LLC and City of Oxford. The vote was 7 in favor with 0 opposed. The motion approved.** Attachment J

**Invoice Approval -**

**A motion was made by Holt, seconded by Windham to approve the invoices. The vote was 7 in favor with 0 opposed. The motion approved.**

**INVOICES OVER \$1,000.00**

VENDOR	DESCRIPTION	AMOUNT
<b>ROUTINE MONTHLY BILLS PAID</b>		
City of Oxford	Monthly Utility Billing of City owned properties	1,998.77
GMA	GMEBS Retirement Fund (September)	6,383.59
Humana	Health Insurance (October)	6,819.57
Newton County BOC	Cornish Creek Water Fund	14,930.00

<b>Newton County Water &amp; Sewer</b>	Services from 8/28/14 – 9/29/2014	5,619.76
<b>Sophicity</b>	IT in a Box	1,402.87
<b>Southeastern Power Administration</b>	SEPA energy cost	3,325.01
<b>Utility Service Co. Inc.</b>	Quarterly tank Maintenance	2,715.32
<b>PURCHASES/CONTRACT LABOR</b>		
<b>C. David Strickland</b>	Legal Services for September	3,398.36
<b>Card Services (MasterCard)</b>	Clerks Conference – Gun Accessories PD- Honorary Council Lunch – coffee- Reflective Shirts Utilities etc.	1,292.87
<b>Display Sales</b>	24 50” Candle Wreaths w/LED & Hardware kits	9,870.00
<b>E911 /City of Covington</b>	Estimated FY2014	9,539.50
<b>Gresco</b>	Transformer Pad mounts (3)- Cooper Security light (2) – Hard Hat (2)	3,029.00
<b>Gerald Whitley General Contractor</b>	Repair Ceiling tiles & paint railings	1,150.00
<b>Kauffman Tire</b>	Tires Delivery for Police Department	1,207.28
<b>Latham Home Sanitation</b>	Waste removal service (September)	5,353.74
<b>McNair McLemore Middlebrooks</b>	CPA Professional Services Audit Prep	7,018.17
<b>NaturChem, Inc.</b>	Weed Control of Nature Trails	1,600.00
<b>Premier Tree &amp; Shrub Care</b>	August Grounds Maintenance	2,677.00
<b>Steven A. Hathorn</b>	Municipal Judge Legal Services July - September	1,250.00
<b>APPROVED CONTRACTS</b>		
<b>Jordan Engineering</b>	Survey mapping Storm Drainage	1,270.00
<b>Anderson Grading</b>	Moore Street Water System Improvement	16,411.63
<b>Anderson Grading</b>	Emory Asbury Water System Improvement	25,389.60

**Executive Session -**

**A motion was made by Smith, seconded by Windham to go into an Executive Session for the purpose of discussion possible real estate acquisitions at 7:55pm. The vote was 7 in favor, 0 opposed. The motion approved.**

**A motion was made by Windham, seconded by Holt to go out of the Executive Session at 8:40pm. The vote was 7 in favor, 0 opposed. The motion approved.**

**A motion was made by Eady, seconded by Windham to have City Engineer Robert Jordan draft a plan to extend Clark Street east of Emory Street to align with West Clark Street. The vote was 7 in favor, 0 opposed. The motion approved.**

**A motion was made by Windham, seconded by Smith to adjourn the regular session at 8:42 pm. The vote was 7 in favor, 0 opposed. The motion approved.**

Respectfully submitted,

Lauran Willis  
City Clerk