

**OFFICIAL MINUTES OF THE OXFORD MAYOR AND COUNCIL MEETING
REGULAR MEETING
MONDAY, FEBRUARY 2, 2015 -- 7:00 P.M.
CITY HALL**

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

**OTHERS PRESENT: Bob Schwartz, City Manager; Dave Harvey, Police Chief; David Strickland, City Attorney;
Hoyt and LaTrelle Oliver, Kendra Mayfield, Judy Greer, Mary Godfrey, J.P. Godfrey, Mike and Cheryl Ready,
Carol and Neal Penn, Lisa Dorward, Norbert Thompson**

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 Eady, seconded by Smith to accept the Agenda for the February 2, 2015 Mayor and
Council Regular Meeting. The vote was 7 in favor and 0 opposed. The motion was approved.** Attachment A

Honorary Councilmember

Mayor Roseberry announced Mrs. Mary Godfrey as the Honorary Councilmember for February as appointed by
Councilmember George Holt and presented her with a Proclamation as appreciation for her participation.
Attachment B

**A motion was made by Pace, seconded by Windham to approve the Minutes of the Regular Meeting January
5, 2015. Councilmember George Holt requested an amendment to the January 5, 2015 minutes be revised to
include the vote count on the Variance requests for the construction of the Oxford College dining hall to
reflect the official vote as 5 in favor with 0 opposed with Councilmember Lyn Pace abstained and
Councilmember David Eady not present. With this amendment this motion was 7 in favor with 0 opposed, the
motion was approved.** Attachment C

**A motion was made by Hold, seconded by Windham to approve the Minutes of the January 26, 2015 Work
Session. The vote was 7 in favor and 0 opposed. The motion was approved.** Attachment D

PLANNING COMMISSION RECOMMENDATIONS/PETITIONS

Planning Commission Chairman Mike Ready said the Planning Commission is in favor of reappointing Ron
Manson and Vivian Harris to serve another three year term.

CITIZENS COMMENTS/CONCERNS

None

Mayor's Reports

Mayor Roseberry made the following announcements:

1. The Economic Development Through Tourism Regional meeting will be February 20, 2015, 10:00 am to noon
at the Historic Winterville Train Depot, 101 Marigold Lane, Winterville, GA . If interested RSVP to Julie Ball,
jball@negrc.org or call 706-369-5650 by February 17th.

2. Electric Cities of Georgia Oxford Meeting - as previously advised, John Giles, President, Electric Cities of Georgia, has called a meeting of member cities to meet in Oxford's community room on February 5, 2015 at 9:00 am. The meeting will be about ECG services, cost allocation methodologies in preparation for ECG's FY16 budget. If you want to attend, ECG request you RSVP Rita Hillhouse at rhillhouse@ecoga.org or call her at 770-563-1256.
3. Proposed Meeting with BOC has been cancelled – The Visioning Meeting called for February 13 at Charlie Elliott has been cancelled by the BOC and may be rescheduled at a later date.
4. Oxford Historical Society Meeting – The Oxford Historical Society will meet Monday, February 9th, 7:00pm, at Old Church.
5. Arbor Day in Oxford – Oxford will celebrate Arbor Day Saturday, February 21, 10:00am in the Community Room at City Hall.
6. New Chamber of Commerce President's Reception – The new President of the Newton County Chamber of Commerce will be introduced at a reception on Tuesday, February 3, 2015, from 4:00 pm until 5:30 pm at the Chamber offices.
7. Work Session – There will be a work session on Monday, February 16th, at 6:00 pm. Council member wanting to add an item to the agenda should have the information to the City Manager by Wednesday, February 11th. Attachment E

Planning Commission Appointments – City Manager Bob Schwartz stated the Planning Commission members serve there year terms on a rotating basis. This year the terms of Ron Manson and Vivian Harris expired in December 2014. Both members may be reappointed and both have said they are willing to serve another term. We recommend a motion to reappoint both Mr. Ron Manson and Ms. Vivian Harris for another three year term. **A motion was made by Eady seconded by Smith to reappoint Mr. Ron Manson and Ms. Vivian Harris for another three year term. The vote was 7 in favor with 0 opposed. The motion was approved.**

July 4th Parade Committee – Mayor Roseberry announced he has appointed Councilmember Sarah Davis to chair the 2015 July 4th Parade Committee. The parade committee should report back to Council at its April meeting including an operational plan for the parade and a recommendation for a Grand Marshal.

Grounds Maintenance Contract - City Manager Bob Schwartz reminded everyone as discussed at the January 26, 2015 work session the contract with Premier Tree and Shrub Care was for one year and may be renewed for on additional year. It is recommended the contract be extended for one more year. **A motion was made by Holt, seconded by Davis to renew the contract with Premier Tree and Shrub Care for one more year. The vote was 7 in favor with 0 opposed. The motion was approved.**

City Entrance Signs – City Manager Bob Schwartz presented another final draft of the recommended primary entrance signs. He presented a sample of the product material and a photo of a sign at the entrances to the Newton County Denny Dobbs Park which is made from this material. After discussion it was agreed there needs to be more discussion regarding the material for the construction of the signs.

A motion was made by Windham, seconded by Holt to table this item for more discussion at the February 16, 2015 work session. The vote was 7 in favor with 0 opposed. The motion was approved. Attachment F

Invoice Approval -

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

INVOICES OVER \$1,000.00

VENDOR	DESCRIPTION	AMOUNT
ROUTINE MONTHLY BILLS PAID		
City of Oxford	Monthly Utility Billing of City owned (Jan)	1,910.05
City of Oxford	Monthly Utility Billing for City owned (Nov)	1,907.97
City of Covington	Quarterly Sewer Charges 9/30/2014 – 12/31/2014	10,002.00
GMA	GMEBS Retirement Fund (January)	6,383.59
Humana	Health Insurance (February)	6,819.57
Newton County BOC	Cornish Creek Water Fund (Dec)	12,070.00
Newton County Water & Sewer	Services from 11/26/2014 – 12/30/2014	4,917.29
Sophicity	IT in a Box (January)	1,451.96
Southeastern Power Administration	SEPA energy cost (December Billing)	3,288.18
PURCHASES/CONTRACT LABOR		
Archie Ballard	Repairs & Maintenance to City Vehicles	1,050.00
Consolidated Pipe	Supplies and Materials (Pipe Horn)	1,398.00
Covington Auto Collision	Repairs to vehicle damaged by Police Vehicle	1,021.62
C. David Strickland	Professional Fees for December	2,107.86
Gresco Utility Supply, Inc.	Cond 1000’R /Cond 1800’Reel/Spring Ext	2,582.00
Gresco Utility Supply, Inc.	Materials for Oxford Square Electric Project	7,521.76
HD Supply Power Solutions	Electric Supplies for Science Building at College	3,755.94
McNair McLemore Middlebrooks	CPA Consulting Services (Dec)	1,949.40
M. Qader Baig	Legal Services July – December	2,400.00
MNS Construction	Repairs to Roof at 810 Whatcoat Street	1,675.00
Otis Elevator Company	Annual elevator maintenance fees	2,239.01
Utility Service Co. Inc.	Quarterly Tank maintenance Jan-March	2,715.32
APPROVED CONTRACTS		
Jordan Engineering	Technician Boundary, platting, research/Survey mapping and calculations	2,155.00
Anderson Grading	Emory/Asbury Water System Improvement	26,795.00

Executive Session - to consider real estate transaction.

A motion was made by Windham, seconded by Pace to go into an Executive Session at 7:35 pm. The vote was 7 in favor, 0 opposed. The motion was approved. After discussion:

A motion was made by Smith, seconded by Windham to exit the Executive Session at 8:05 and go back into the regular session. The vote was 7 in favor, 0 opposed. The motion was approved.

City Attorney David Strickland informed council that Mr. Hall, property owner of 502 Watson Street – (.59 AC), # (X0610-00000-002-000) accepted the proposal of \$24,000 for the purchase of his property. Strickland presented a contract and said if council is in agreement with this proposal he will execute the contract for the purchase. After further discussion council asked Attorney Strickland to continue with this purchase.

A motion was made by Windham, seconded by Smith to authorize City Attorney Strickland to proceed with the purchase of the property at 502 Watson Street – (.59 AC), #(X0610-00000-002-000) at the cost of \$24,000. The vote was 7 in favor, 0 opposed. The motion was approved. There being no further business:

A motion was made by Windham, seconded by Smith to adjourn the regular session at 8:05 pm. The vote was 7 in favor, 0 opposed. The motion was approved.

Respectfully submitted,



Lauran Willis

City Clerk

**OXFORD MAYOR AND COUNCIL
REGULAR MEETING
MONDAY, FEBRUARY 2, 2015 – 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 February 2, 2015 Mayor and Council Regular Meeting
5. * **Honorary Councilmember** – Councilmember George Holt has appointed Ms. Mary Godfrey as the Honorary Councilmember for February.
6. * Motion to approve the Minutes of the Regular Meeting January 5, 2015.
7. * Motion to approve the Minutes of the work session on January 26, 2015.
8. Planning Commission Recommendations/Petitions
9. Citizen Concerns
10. Mayor's Report
11. **Planning Commission Appointments** - Planning Commission members serve three year terms on a rotating basis. This year the terms of Ron Manson and Vivian Harris expired in December, 2014. Both may be reappointed and both are willing to serve another term. We recommend a motion to reappoint both Mr. Manson and Ms. Harris for another three year term.
12. **July 4th Parade Committee** – Council should appoint the July 4th parade committee members. The parade committee should report back to Council at its April meeting including an operational plan for the parade and a recommendation of Grand Marshal.
13. **Grounds Maintenance Contract** – We recommend that the contract with Premier Tree and Shrub Care be extended for another year.
14. * **City Entrance Signs** – We have attached another final draft of the recommended primary entrance signs. The sign company is mailing me a sample of the material used to make these signs. (The secondary entrance signs will be metal.) A sign from the same material, although a different design, is at both entrances to the Newton County Denny Dobbs Park. We have enclosed a picture. You may want to drive out to look at the sign up close. It's on 212 East a little before the Rockdale County line across from Oak Hill Elementary.

15. Invoice Approval

16. Executive Session – to consider real estate transaction.

17. Adjourn

INVOICES OVER \$1,000.00

VENDOR	DESCRIPTION	AMOUNT
ROUTINE MONTHLY BILLS PAID		
City of Oxford	Monthly Utility Billing of City owned (Jan)	1,910.05
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Utility Service Co. Inc.	Quarterly Tank maintenance Jan-March	2,715.32
APPROVED CONTRACTS		
Jordan Engineering	Technician Boundary, platting, research/Survey mapping and calculations	2,155.00
Anderson Grading	Emory/Asbury Water System Improvement	26,795.00



PROCLAMATION

WHEREAS, citizen input is important to the City Council of the City of Oxford so we can better govern our City; and

WHEREAS, it is important to show the citizens of our City how our City operates and how City Council functions; and

WHEREAS, City Council has created the Honorary Councilmember of the Month Program in Oxford; and

WHEREAS, Councilmember George Holt has nominated Mrs. Mary Godfrey to serve for this month.

NOW, THEREFORE, I, Mayor Jerry D. Roseberry, do hereby appoint Mrs. Mary Godfrey as the Honorary Councilmember for the City of Oxford for the month of February.

SO PROCLAIMED, this second day of February 2015.

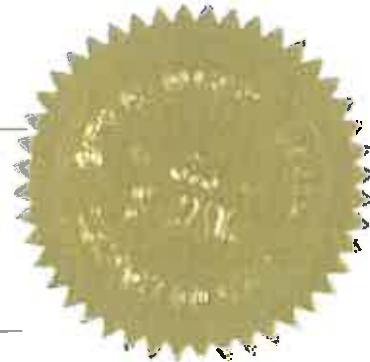
MAYOR AND CITY COUNCIL OF OXFORD

BY: _____
Mayor

A handwritten signature in blue ink, "Jerry D. Roseberry", is written over a horizontal line. The signature is stylized and cursive.

ATTEST: _____
City Clerk

A handwritten signature in blue ink, "Susan S. Willis", is written over a horizontal line. The signature is cursive.



**OFFICIAL MINUTES OF THE OXFORD MAYOR AND COUNCIL MEETING
REGULAR MEETING
MONDAY, JANUARY 5, 2015 – 7:00 P.M.
CITY HALL**

**MEMBERS PRESENT: JERRY D. ROSEBERRY, MAYOR; COUNCILMEMBERS: JIM WINDHAM; TERRY SMITH;
SARAH DAVIS; LYN PACE; GEORGE HOLT; DAVID EADY WAS NOT IN ATTENDANCE**

**OTHERS PRESENT: Bob Schwartz, City Manager; Dave Harvey, Police Chief; David Strickland, City Attorney;
Hoyt and LaTrelle Oliver, Kendra Mayfield, Judy Greer, Sylvia Godfrey, J.P. Godfrey, Ellena Lin, Molly
McGehee, Marguerite Abd El-Shahid, James Johnson and Dean Steve Bowen with Oxford College**

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 Smith, seconded by Pace to amend the January 5, 2015 agenda to include the
nomination for 2015 Mayor Pro-Tem. The vote was 6 in favor and 0 opposed. The motion was approved.**

Organizational Meeting – The Honorable Steven A. Hathorn

Honorable Steven A. Hathorn administered the Oath of Office for 2015 to Mayor Jerry D. Roseberry. He then administered the oath of office for council members continuing to serve for 2015 to Sarah Davis – Post 1, George Holt – Post 2, Lyn Pace – Post 3, Jim Windham – Post 5 and Terry Smith – Post 6. Council member David Eady – Post 4 was not in attendance.

Mayor Roseberry asked for a motion for the reappointment of the following:

City Attorney – David Strickland
Municipal Court Judge – Steven A. Hathorn
Municipal Court Solicitor – Qader Baig
City Clerk/Treasurer – Lauran S. Willis
Police Chief – W. David Harvey

**A motion was made by Pace, seconded by Smith to reappoint David Strickland as City Attorney for the City of
Oxford for 2015. The vote was 6 in favor and 0 opposed. The motion was approved.**

**A motion was made by Windham, seconded by Smith to reappoint Steven A. Hathorn as Municipal Court
Judge for City of Oxford for 2015. The vote was 6 in favor and 0 opposed. The motion was approved.**

**A motion was made by Davis, seconded by Pace to reappoint Qader Baig as Municipal Court Solicitor for City
of Oxford for 2015. The vote was 6 in favor and 0 opposed.**

**A motion was made by Holt, seconded by Smith to reappoint Lauran S. Willis as City Clerk/Treasurer for City
of Oxford for 2015. The vote was 6 in favor and 0 opposed.**

**A motion was made by Holt, seconded by Smith to reappoint W. David Harvey as Police Chief for City of
Oxford for 2015. The vote was 6 in favor and 0 opposed.**

City Attorney David Strickland administered the Oath of Office to Steven A. Hathorn to serve as Municipal Court Judge for the City of Oxford for 2013 in turn Judge Hathorn administered the oath to all other appointed officials. Attachment A

PUBLIC HEARING

At 7:15 Mayor Roseberry announced the Public Hearing explaining the rules and procedures and purpose of the public hearing is to consider a request for zoning variances from Oxford College concerning a new dining hall to be located at 801 Asbury Street. The request is to reduce the setback (Table 4.5) and build-to-lines (§40-40) on Asbury Street and Wesley Street to -0- feet. Council will consider a variance in the buffer requirements (§40-900 (b) and §40-906 & 907) along the northern portion of the parcel. Mayor Roseberry then turned the Public Hearing over to City Manager Bob Schwartz. Schwartz outlined the purpose of the public hearing and reviewed the three Planning Commission meetings when this was discussed along with the recommendations of the Planning Commission. Dean Steven Bowen spoke on behalf of Oxford College giving a background on how and why the need for the variance for the property to allow for the construction of the new dining hall.

After much discussion with questions and answers from council and various members of Oxford College the public hearing was adjourned at 7:54 pm. Attachment B

Business Meeting

Mayor Roseberry announced Dr. Molly McGehee as the Honorary Councilmember for January as appointed by Councilmember Lyn Pace and presented her with a proclamation for her participation. Attachment C

A motion was made by Pace, seconded by Windham to accept the Agenda for January 5, 2015 Mayor and Council Regular Meeting as amended. The vote was 6 in favor with 0 opposed. The motion was approved. Attachment D

A motion was made by Pace, seconded by Windham to approve the Minutes of the Regular Meeting December 1, 2014. The vote was 6 in favor with 0 opposed. The motion was approved. Attachment E

A motion was made by Holt, seconded by Davis to approve the Minutes of the City Council Work Session December 15, 2014. The vote was 6 in favor with 0 opposed. The motion was approved. Attachment F

A motion was made by Pace, seconded by Windham to accept the Minutes of the November 11, 2014 Planning Commission. The vote was 6 in favor with 0 opposed. The motion was approved. Attachment G

A motion was made by Windham, seconded by Pace to accept the Minutes of the December 9, 2014 Tree, Parks, and Recreation Board. The vote was 6 in favor with 0 opposed. The motion was approved. Attachment H

PLANNING COMMISSION RECOMMENDATIONS/PETITIONS

None

CITIZENS COMMENTS/CONCERNS

LaTrelle Oliver stated: it occurs to me again that what we are talking about tonight is a concern that we have been talking about repeatedly. We interface with a wonderful institution that is our heritage with a community of citizens whose residences are adjacent to that institution. So we have an interface and all of the design and

access consideration deal with that interface and the image we put forward to the world around us. It is historic and it is very real.

Mayor's Reports

Mayor Roseberry asked the council and the employees and the citizens of Oxford to send condolences to the Eady family of the passing of Mr. Virgil Eady. Mr. Eady was on Council for a number of years.

Mayor Roseberry acknowledged the work of the 175th Birthday Committee with special recognition to Dr. Hoyt Oliver who stepped in for Dr. Sheets and did an outstanding job. He requested a copy of Dr. Oliver's address and a copy of the program from the convocation be made a part of tonight's agenda as an official record as a part of the city's history. Attachment I

Mayor Roseberry called for a motion from council to appoint Sarah Davis as Mayor Pro-Tem for 2015.

A motion was made by Smith, seconded by Pace to appoint a Mayor Pro-Tem for 2015. The vote was 6 in favor and 0 opposed. The motion was approved.

Mayor Roseberry announced that due to the MLK Holiday, the January work session will be moved to January 26, 2015, 6:00 pm at City Hall.

Variance requests

City Manager Bob Schwartz - Oxford College has requested and the Planning Commission has recommended for approval by City Council two variance requests to facilitate the construction of a new dining hall on the block bounded by Wesley, Pierce, and Asbury. During discussion at the work session on December 15, 2014 Council asked that a variance on the buffer requirements on the north side of the property be considered to facilitate the location of the loading dock. This property is the current location of the volleyball court and the three temporary office trailers. The request for both Wesley and Asbury was for a reduction in the setback requirement to 0 feet. Schwartz presented a diagram to help explain the request along with two letters from the architect on the project that outlined the reasons following the requirements of our zoning ordinance. After review of the diagrams and discussion: Attachment J

A motion was made by Smith, seconded by Windham to approve three variances to facilitate the construction of the Oxford College dining hall. These variances include: 1) a -0- foot setback and build to variance on Wesley Street; 2) a -0- foot setback and build to variance on Asbury Street; 3) a variance in the screen buffer requirement of \$40 – 900 and the structure setback requirements of \$40 – 906 to permit the construction of a loading dock and driveway as part of the dining hall project. A condition of variance (3) is that, as part of the development application to be submitted to the Planning Commission, Oxford College will include fencing and /or planting to provide a visual buffer for properties to the north along with a noise attenuation plan. The vote was 5 in favor with 0 opposed and Councilmember Lyn Pace recused himself. The motion was approved.

Oxford College future development plan

City Manager Bob Schwartz – Oxford College has requested and the Planning Commission has recommended the approval of several amendments to the Oxford College future development plan as outlined in the November 11, 2014 Minutes of the Oxford Planning Commission. These amendments include: (4a). Existing and Proposed Land Use. 4. Proposed Future Campus Life Center; 5. Proposed Future Campus Life Addition of approximately 10,000 square feet; 31. Proposed Dining Hall approximately 20,600 square feet: (4c). Existing and proposed vehicular circulation patterns, including deliveries: 1. West Moore Street will be the primary Campus entrance

for delivery traffic. The delivery traffic will then turn right onto the service road to the west of Campus. 2. Pierce Street will be the primary Campus entrance for vehicular traffic. 3. Pierce Street will be the entrance for new dining delivery vehicles only: (4d). Existing and proposed pedestrian circulation patterns. 2. Pedestrian traffic will approach new dining facility crossing Pierce Street at Asbury Street and Wesley Street and will cross Wesley Street at Pierce Street. After review and discussion:

A motion was made by Windham, seconded by Smith to approve this request by amending (4c) - 2. Pierce Street will be the primary Campus entrance for visitors and (4c) – 3. Pierce Street will be the temporary entrance for new dining delivery vehicles only. The vote was 5 in favor with 0 opposed. Councilmember Pace recused himself. The motion was approved.

Electric System Improvements

City Manager Bob Schwartz- We have budgeted \$100,000 both in FY2015 and FY2016 for electric system improvements. Our next project is going to be in Oxford Square. The total cost of the project is estimated to be \$118,000. We have included a Resolution to amend the FY2015 budget to cover the cost of this project.

A motion was made by Smith, seconded by Windham to approve a Resolution to amend the FY2015 budget by deducting \$20,000 from the line item from water/sewer system improvements and adding \$20,000 to the line item for electric system improvements to cover the additional cost of this project. The vote was 6 in favor with 0 opposed. The motion was approved. Attachment K & L

Invoice Approval -

A motion was made by Holt, seconded by Smith to approve the invoices. The vote was 6 in favor with 0 opposed. The motion was approved.

INVOICES OVER \$1,000.00

VENDOR	DESCRIPTION	AMOUNT
City of Oxford		
Oxford Utilities	City Hall/Maintenance Facility/Old Church/Pump Station on Richardson Utilities for December	1,923.99
GMA	Telecommunication Management 1/1/15-12/31/15	1,068.50
GMA	GMEBS Retirement Fund (January)	6,383.59
Humana	Health Insurance (January)	6,819.57
Newton County BOC	Cornish Creek Water Fund	12,184.00
Newton County Water & Sewer	Services from 10/30 – 11/26	4,917.29
Sophicity	IT in a Box	1,402.87
Southeastern Power Administration	SEPA energy cost	3,471.48
PURCHASES/CONTRACT LABOR		
Arbor Equity Inc.	(All Trees) Mulching	1,800.00
Bankcard Center	Vehicle Floor Mats PD/GCCMA Conf. (Bob)/MEAG Mayors Summit (Mayor & Bob)/ECG Training (Dustin)/Convocation Reception/Van Rental/Miscellaneous for Convocation/Lunch for Honorary Council	3,014.46

CDW-Government	Service and Hardware for new Software Upgrade	3,466.00
City of Covington	E911 7/2013 - 6/2014	9,539.50
City of Covington	E911 7/2014 - 6/2015	9,539.50
Emory Copy Center/RICHO	175 th Anniversary Books	10,500.00
Gresco Utility Supply Inc.	Electric Wire Restock for Electric Dept.	2,582.00
Harris Computer System	Project Management & Printer for Upgrade	4,627.66
Kesco, Inc.	New pump for Victoria Station	2,746.02
Kustom Signals, Inc.	Mobile Speed Radar Sign for Police Department	2,310.00
Latham Home Sanitation	Waste removal service (November)	5,378.74
Latham Home Sanitation	Waste removal service (December)	5,353.74
Ozburn Electrical Contractors, Inc.	Replace interior lights w/motion sensor @ Maintenance Facility	3,700.00
Perkins Generator Sales & Service	Deposit payment ½ for Generator Purchase	3,225.16
State of GA DNR	Drinking Water Fees 7/1/2014-6/30/2015	3,900.00
Steven A. Hathorn	Municipal Judge Legal service/Oct-Dec	1,250.00
Woco Pep Oil Inc.	Fuel & Diesel (December)	3,795.65
APPROVED CONTRACTS		
Anderson Grading	Emory/Asbury Water System Improvement	42,780.00

A motion was made by Windham, seconded by Smith to adjourn the regular session at 8:30 pm. The vote was 6 in favor, 0 opposed. The motion was approved.

Respectfully submitted,

Lauran Willis
City Clerk

**OFFICIAL MINUTES OF THE OXFORD MAYOR AND COUNCIL MEETING
WORK SESSION
MONDAY, JANUARY 26, 2015 – 6:00 P.M.
CITY HALL**

MEMBERS PRESENT: JERRY D. ROSEBERRY, MAYOR; COUNCILMEMBERS: JIM WINDHAM; TERRY SMITH; GEORGE HOLT; DAVID EADY; COUNCILMEMBERS LYN PACE AND SARAH DAVIS WAS NOT IN ATTENDANCE.

OTHERS PRESENT: Bob Schwartz, City Manager; Lauran Willis, City Clerk; Dave Harvey, Police Chief; Jody Reid, Utility Superintendent; Carol & Neil Penn, Vivian Harris, Mike and Cheryl Ready, Hoyt & LaTrelle Oliver, Kendra Mayfield, Mary Godfrey, J.P. Godfrey, Jeff Wearing, Judy Greer, Lisa Dorward, Robert Jordan, Norbert Thompson.

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

Mayor Announcements

Mayor Jerry Roseberry made the following announcements:

1. The Economic Development committee will meet February 13 at 10:00 am to noon at the Historic Winterville Train Depot, 101 Marigold Lane, Winterville, GA. Those interested in attending please RSVP to Julie Ball, jball@negrc.org or call 706-0369-5650 by February 17th.
2. Electric Cities of Georgia, John Giles President has called a meeting of member cities to meet in Oxford's Community room on February 5, 2015 at 9:00 am. The meeting will conduct an Economic Development workshop at City Hall on February 5th. The meeting will be about ECG services, cost allocation methodologies in preparation for ECG's FY16 budget. If you want to attend, ECG request you RSVP Rita Hillhouse at rhillhouse@ecoga.org or call her at 770-563-1256.
3. The proposed meeting for the Board of Commissioners at Charles Elliott scheduled for February 13 has been cancelled.
4. Newton County Tomorrow is going through changes and reorganization. Mayor Roseberry was asked to join the board as chairman. After consulting with the city attorney to examine any possible legal conflicts with him accepting the position. Mayor Roseberry met with Newton County Tomorrow's Executive Director and after some discussion agreed to accept the appointment.

Whatcoat Street

City Engineer Robert Jordan gave an update regarding options of design for Whatcoat Street stating that the main focus and goal is to eliminate a large portion of asphalt while improving the connectivity to the post office and to Pierce Street. Jordan also presented a cost estimate as requested in prior meeting to survey the city right-of-ways. It was requested that Jordan do a layout of the south end of Pierce Street to show the connectivity to the sidewalk in front of Allen Memorial church.

Management of Undeveloped land owned by the city, including rights-of way

City Attorney David Strickland reported on the use and management of land owned by the city in respect to future planning, maintenance, liabilities and permitting private organizations or persons to use property whether it be temporary or long term. Strickland said the city can dispose of property as they see fit or they can allow continued use of property by way of a license and easement. Each would go with the property should they choose to sell, lease or purchase it. He suggested property should be leased at

market value or the city could choose to set a gratuity. Mayor Roseberry said continued discussion of these matters will be on the February work session agenda.

Planning Commission Members

City Manager Bob Schwartz stated the Planning Commission members serve three year terms on a rotating basis. This year the terms of Ron Manson and Vivian Harris expired in December 2014. Both member may be reappointed and both have said they are willing to serve another term. These two members will be on the February business agenda for reappointment by council.

July 4th Parade Committee

Mayor Roseberry said council should appoint a Committee for this year's July 4th Parade at the February business meeting. The parade committee should report back to council at its April meeting including an operational plan for the parade and recommendations for a Grand Marshal.

Grounds Maintenance

City Manager Bob Schwartz informed council that the contract with Premier Tree and Shrub Care was for one year and may be renewed for one additional year. It was recommended the contract be renewed for 2015. This will be on the February meeting for a vote.

Sewer Connection Status

City Manager Bob Schwartz gave an update on where we are with the sewer connections. He stated we have three who have paid and connected, there approximately 18 whose notices will expire on February 5th and Chief Harvey will be writing citations where necessary.

City Entrance Signs

City Manager Bob Schwartz presented the final draft of the primary signs and the secondary signs for review by Council. After discussion it was decided there needed to be a slight modification made to the wording and some council members requested a sample of the composite material before a final vote.

Honorary Councilmember Program

City Manager Bob Schwartz asked should we continue this program on a monthly basis in 2015 or should we scale back to a quarterly program. After discussion the consensus was to continue on a monthly basis starting over with Councilmember Jim Windham who will appoint an honorary member for March.

Project Status Report

City Manager Bob Schwartz presented a copy of the Project Status report making special note of the completed Emory & Asbury Water project and stating there will be a follow up of other ongoing projects at the next work session. Schwartz announced a special service honoring Emory's King Week at Old Church being sponsored by Councilmember and Oxford College chaplain Lyn Pace on Tuesday, January 27 at 7:30pm.

Respectfully Submitted,

Lauran Willis, CMC
City Clerk

NOTES FOR CITY COUNCIL MEETING FEBRUARY 2, 2015

MAYOR ANNOUNCEMENTS AND REMINDERS

1. ECONOMIC DEVELOPMENT THROUGH TOURISM

Regional meeting, February 20, 2015, 10:00 am to noon at the Historic Winterville Train Depot, 101 Marigold Lane, Winterville, GA. If interested RSVP to Julie Ball, jball@negrc.org or call 706-369-5650 by February 17th.

2. ELECTRIC CITIES OF GEORGIA OXFORD MEETING

As you were previously advised, John Giles, President, Electric Cities of Georgia, has called a meeting of member cities to meet in Oxford's community room on February 5, 2015 at 9:00 am. The meeting will be about ECG services, cost allocation methodologies in preparation for ECG's FY16 budget. If you want to attend, ECG requests you RSVP Rita Hillhouse at rhillhouse@ecoga.org or call her at 770-563-1256.

3. PROPOSED MEETING WITH BOC HAS BEEN CANCELLED

The Visioning Meeting called for February 13 at Charlie Elliott has been cancelled by the BOC and may be rescheduled at a later date

4. OXFORD HISTORICAL SOCIETY MEETING

The Oxford Historical Society will meet Monday, February 9th, 7:00 pm, Old Church

5. ARBOR DAY IN OXFORD

Arbor Day in Oxford is Saturday, February 21, 10:00 am in the Community Room.

6. NEW CHAMBER OF COMMERCE PRESIDENT'S RECEPTION

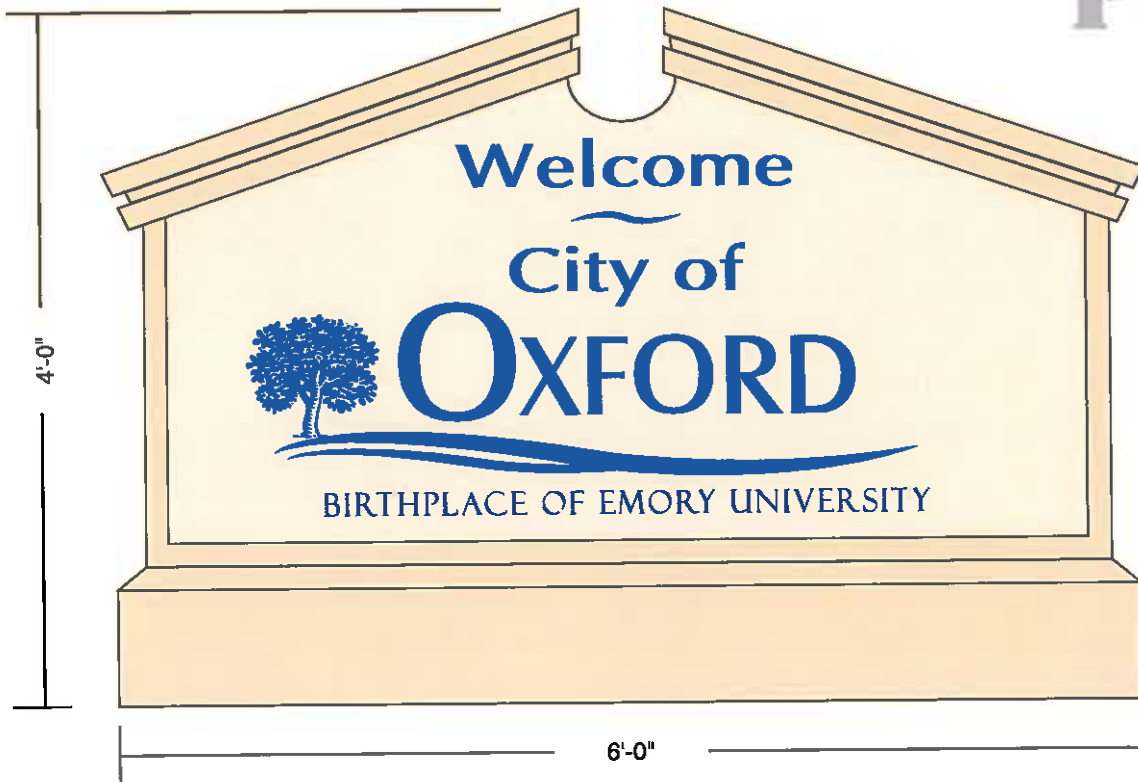
The new President of the Newton County Chamber of Commerce will be introduced at a reception Tuesday, February 3, 2015, from 4:00 pm until 5:30 pm at the Chamber offices.

7. WORK SESSION

There will be a work session on Monday, February 16th, at 6:00 pm. Council members wanting to put an item on the agenda should have the information to the City Manager by Wednesday, February 11th.

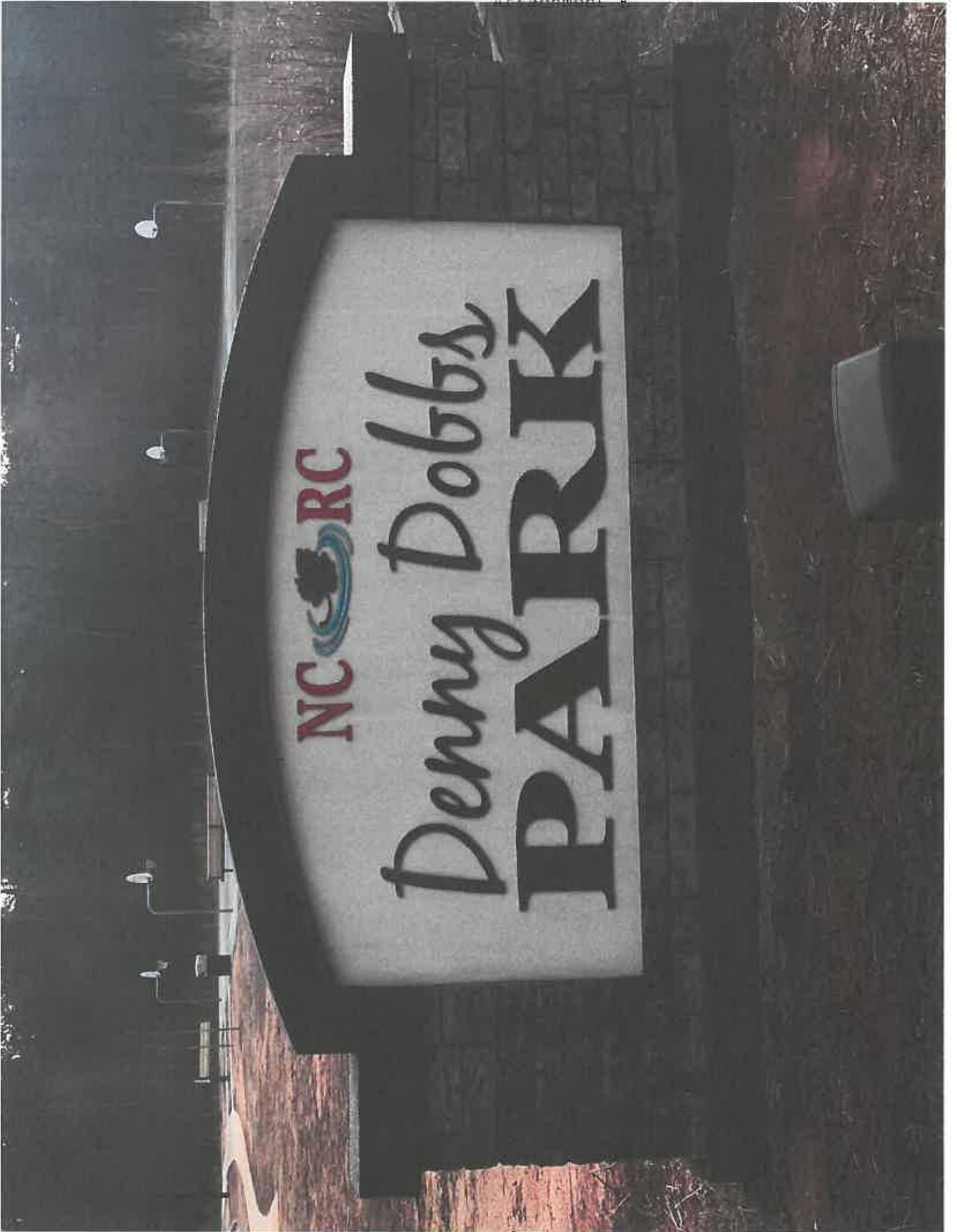
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NCRC

Denny Dobbs
PARK