



**OFFICIAL MINUTES OF THE OXFORD MAYOR AND COUNCIL MEETING
REGULAR SESSION
MONDAY, SEPTEMBER 12, 2016 – 7:00 P.M.
CITY HALL**

SUMMARY

MEMBERS PRESENT: JERRY D. ROSEBERRY, MAYOR; COUNCILMEMBERS: JIM WINDHAM; SARAH DAVIS; GEORGE HOLT; DAVID EADY; MELVIN BAKER; MIKE READY.

OTHERS PRESENT: Bob Schwartz, City Manager; David Strickland, City Attorney; Lauran Willis, City Clerk; Jody Reid, Utility Superintendent; Hoyt and LaTrelle Oliver, Judy Greer, Jeff Wearing, Juanita Carson, Kendra Mayfield, Cheryl Ready, Dean Douglas Hicks.

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 Davis to accept the Agenda for the September 12, 2016. The motion was approved 7/0. Attachment A

Mayor Roseberry announced Dean Douglas Hicks as the Honorary Councilmember for September and presented him with a proclamation as appreciation for his participation.

A motion was made by Ready, seconded by Eady to approve the minutes of the August 1, 2016 Regular meeting. The motion was approved 7/0. Attachment B

A motion was made by Holt, seconded by Baker to approve the minutes of the August 1, 2016 Special Called Meeting. The motion was approved 7/0. Attachment C

A motion was made by Windham, seconded by Davis to approve the minutes of the August 15, 2016 Work Session. The motion was approved 7/0. Attachment D

A motion was made by Ready, seconded by Eady to accept the minutes of the April 12 and June 14, 2016 Trees, Parks and Recreation Committee. The motion was approved 7/0. Attachment E and F

PLANNING COMMISSION RECOMMENDATIONS/PETITIONS

There were no recommendations from the Planning Commission.

CITIZENS COMMENTS/CONCERNS

Cheryl Ready of 70 Wentworth Drive announced that the Georgia Urban Forest Council College Canopy Conference is scheduled for September 14 at Oxford College. The college will host the conference as they deliver talks on best management practices and campus management plans. They will have tours which include the Trees of the Oxford College Quad and Oxford's famed Yarbrough Oak. There is a \$50 registration fee. A certificate of attendance will be available for landscape architects and others.

City Manager Bob Schwartz talked about the notice received from Georgia EPD announcing that Georgia EPD has declared several counties as well as Newton County in a level 1 drought status. They requested notices be posted and sent to all citizens. We have posted a notice on the city website and flyers in the lobby.

Hoyt Oliver of 312 W. Clark Street told Council that he has heard and noticed activity on the Trail behind his house at midnight. Mayor Roseberry advised Oliver to notify the Police Department of any unusual activity regardless of the time.

Mayor's Report

Mayor Roseberry announced the next work session will be September 19, 2016 at 6:00 PM. He said there will be an update from the DDA Study Committee we will discuss the substandard rental properties, the misuse of the 911 system, Job Descriptions, and the 2017 SPLOST.

GEFA Loan

City Manager Bob Schwartz said our loan for \$525,000 for the sewer line extensions was approved by Georgia Environmental Finance Authority on August 23rd. Schwartz presented a Resolution for approval for Mayor Roseberry to execute the loan documents.

A motion was made by Windham, seconded by Eady authorizing Mayor Roseberry to execute the loan documents. The motion passed 7/0. Attachment G

Speed limit on E. Soule Street

City Manager Bob Schwartz said in order to receive state DOT permission to use radar on E. Soule we are recommending the speed limit on E. Soule be increased from 25 mph to 30 mph. Schwartz presented an ordinance for the second reading approval.

A motion was made by Baker, seconded by Windham to adopt the ordinance to increase the speed limit on E. Soule from 25 mph to 30 mph. The motion passed 7/0. Attachment H

Electric, Water, and Sewer Rates

City Manager Bob Schwartz said our FY2017 Budget included a two and a half percent adjustment in our electric, water, and sewer rates effective September 1, 2016. Schwartz presented a revised electric tariff prepared by Electric Cities of Georgia with the modifications and recommended a motion for approval of the new tariff. Schwartz also presented a resolution to adopt the increase change for the water and sewer rates.

A motion was made by Windham, seconded by Ready to approve the rate increase based on the new electric tariff. The motion was approved 7/0. Attachment I

A motion was made by Ready, seconded by Baker to adopt the resolution for the increase in the water and sewer rates. The motion passed 7/0. Attachment J

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 7/18 – 8/12 (Sept)	1,735.85
GA Superior Court Clerk Authority	Consolidated Monthly Remittance Fines & Fees (July)	1,010.57
GMEBS Retirement	Employee Retirement Fund (September)	6,527.91
Humana	Health Insurance (September)	7,702.02
Latham Home Sanitation	Monthly waste removal services (August)	5,636.10
Newton County BOC	Water and meter maintenance (Cornish Creek) July	15,281.00
Newton County BOC	Water and meter maintenance (Cornish Creek) August	16,103.00
Newton County W&SA	Land application/Plant Operations & MAINT (Sewer) 6/29/2016 – 7/21/2016	4,667.25
Newton County W&SA	Land application/Plant Operations & MAINT (Sewer) 7/21/16 – 8/30/2016	4,667.25
Sophicity	IT in a Box (September)	1,701.68
Southeastern Power Administration	SEPA energy cost	3,409.41
PURCHASES/CONTRACT LABOR		
Associated Printing Company	Advertising items for college cookout and other	1,026.45
AT & T	Service agreement ending, working on renewals	1,324.52
Barbara Dinger	2016 Billing and Tax Digest	1,610.00
David Strickland, P.C.	Professional Services as of August 1	2,439.83
Display Sales	8 additional seasonal wreaths (approved in Capital projects budget)	3,256.00
Fat Boys Golf Carts	YAMAHA Gas Power Golf Cart for Police	4,236.00
Irby Electrical Distributor	1 112.5KVA/2 58X12 cabinet base for 3 phase/cable adapter/1-PH Padmount transformer 240/120 volts/1 75KVA transformer for underground project Emory	8,163.00
Irby Electrical Distributor	2 Concrete Vaults for PMH-9 Switchgear and 9 support grips for OD cable for underground service at Emory.	18,060.50
Irby Electrical Distributor	1 Concrete Vault for PMH-9 Switchgear for underground service at Emory.	8,899.25
Irby Electrical Distributor	1 3-PH Padmount Transformer and underground marking tags	6,694.29
Lakota Contracting	Raptor Dual K-Band Antenna Radar for New Police Vehicle. (Capital Budget)	1,625.00
Loudoun Communications	Prepaid Mobile radio, mounts etc. for New Police Vehicle. (Capital Budget)	14,272.00
Loudoun Communications	Base install for radio system	3,516.00

Maxx Computer Technologies, LLC	ioSafe 214 Fireproof/Waterproof drives, Cyber Power USB charger, Seagate Backup External Hard Drive for Police Department	2,095.90
MasterCard Services	Thermoplastic Paint Material for streets, Hotel fees for Chief Conference, Hotel fees City Clerk Contracts Seminar, Lunch honorary council members, various other charges.	1,464.92
Newton Electric Supply	Supplies for Underground project	1,065.70
Newton County Tax Commissioner	Property taxes for 6153 Emory St. aka Green House	1,142.44
Scarborough Tree Service	Remove large Oak @ 308 Emory, Large Pine @ Haygood	2400.00
Scarborough Tree Service	Remove large Oak Emory St/West Watson St/dead trees off of Wesley St including removal and stump grinding.	4,800.00
Steven A. Hathorn, P.C.	Legal Services Judge, July – September	1,250.00
Sensus	1" water meter for Deans House, 2" WM for College	1,083.36
Strickland & Strickland LLP	Purchase property 6153 Emory Street aka Green House	43,558.91
Strickland & Strickland LLP	Earnest Money for 6153 Emory Street	1,000.00
Stuart's Electrical Services	Oxford College Underground Project/Utility relocation 1 st draw request 40% of quote	39,280.00
The Covington News	Ads for Police Officer, Equipment Operator/Meter Reader/4 th of July Parade/Five Year Tax History	1,724.80
APPROVED CONTRACTS		
ACE/Kimble Services	5 Manhole top repairs and one ring	1,750.00
ACE/Kimble Services	Add bench to gazebo at George St. Park and Cemetery	1,025.00
ACE/Kimble Services	Install 1" water tap @ 1105 Wesley Street	1,250.00
Church Street Services/Kay Lee	Special project group services for July, 2016	3,115.80
Jordan Engineering	Reset modified pins/set monuments/site recon and mapping detail addition, research, data reduction, platting.	7,262.50
Marable-Pirkle, Inc.	Labor, equipment & material for communication conduit. Invoice 00265 8/30/2016	2,214.00
Marable-Pirkle, Inc.	Directional Drilling, Installing 4" & 2" Duct for Power, AT&T and Comcast, Installing wire & terminations, Installing switches, Termination Cabinets & Transformers, Labor & Equipment for Underground Project. Invoice 00261 8/25/2016	120,750.00
Marable-Pirkle, Inc.	Directional Drilling, Installing 4" & 2" Duct for Power, AT&T and Comcast, Labor & Equipment for Underground Project. Invoice 00248 7/26/2016	131,250.00

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

A motion was made by Windham, seconded by Baker to go into a executive session at 7:25 PM. The motion was approved 7/0.

A motion was made by Ready, seconded by Holt to leave the executive session and return to the regular session at 7:36 PM. The motion was approved 7/0.

There being no further business:

A motion was made by Eady, seconded by Davis to adjourn the meeting at 7:37 PM. The motion was approved 7/0.

Respectfully submitted,

Lauran S. Willis, CMC/FOA
City Clerk