



**MINUTES OF THE OXFORD MAYOR AND COUNCIL MEETING
REGULAR SESSION
MONDAY, September 9, 2019 – 7:00 PM
CITY HALL**

PRESENT: Jerry D. Roseberry, Mayor; Council members: George Holt, Jim Windham, Mike Ready, Jeff Wearing. Sarah Davis was not present. Staff members present: City Manager Matt Pepper, Deputy City Clerk Stacey Mullen, Utility Superintendent Jody Reid, Police Chief Dave Harvey, City Attorney David Strickland.

OTHERS PRESENT: Laura Gafnea of Oxford College, Peggy Madden, Art & Laurie Vinson, Dave Huber, Dana Payne, Patsy Burke, Cheryl Ready, David Eady, Judy Greer, Juanita Carson and Nicholas Cole.

1. The meeting was called to order by the Hon. Jerry D. Roseberry, Mayor
2. Invocation was delivered by Chief Dave Harvey
3. Pledge of Allegiance

4. **Motion to accept the Agenda for September 9, 2019 – Ready- Second- Wearing, Approved unanimous 5/0. Attachment A**

5. **Consent Agenda - Approved unanimous 5/0. Attachment B**

6. **Mayor's Report**

Mayor Roseberry announced that Hoyt Oliver, who has been recovering from pneumonia at Riverside Health Center, is now recovering from home. Mayor Roseberry reported that the Police Department had issued 72 citations, 49 warnings and made 10 arrests for the month of August. Mayor Roseberry recognized Deputy City Clerk Stacey Mullen and expressed appreciation for her current role of managing the additional duties of the City Clerk until the position is filled.

7. **Planning Commission Recommendations/Petitions**

None

8. **Citizen Concerns**

None

9. **Annual Mayor and Council Retreat**

Mayor Roseberry stated this year's Mayor's Retreat will be scheduled for October 11th at The Center in Covington. During the Mayor's Retreat, the Mayor and Council will discuss projects completed during

back to 2006 until the present. In addition, they will set goals for the upcoming year for the city. More information will be provided later.

10. Traffic Control on Williams Road

Chief Harvey made recommendations on where to place the speed tables on Williams Road. He advised the speed tables would actually be placed in two places on E. Soule Street (within the city limits), as the street name changes from Williams Road once entering the city limits. Chief Harvey explained the average speed on E. Soule Street is 48 mph, while the city speed limit is only 30 mph. He stated that some drivers' speed has been detected at 40 or 50 mph, and on one occasion, even 60 mph. To slow down the speed of drivers entering the city limits, Chief Harvey suggested installing speed humps similar to the one at Old Church. Councilmember Holt questioned the placement of the first speed hump (depicted on the map demonstration), which he believed would be 20 ft from the city limits.

His concern was that this placement would not give drivers enough time to reduce speed safely. Chief Harvey clarified that a warning sign would be 20 ft ahead of the first speed hump, and that the speed hump would actually be 115 ft away from the city limits. This will give drivers adequate time to adjust to the speed decrease. The second speed hump will be placed within 1300 ft of the first. He further noted signage would be placed 20 ft before each speed hump, as well as at each location.

Councilmember Wearing questioned the size of the speed humps (per a quote from Designed Installations), which resembled the same size speed humps as those located in front of Old Church. He inquired whether the width of the speed humps could be condensed by 5-10 ft to save costs. Mayor Roseberry advised that GA Department of Transportation (GDOT) states that speed humps, like the type used on Godfrey Street, could be used for this project. Jody Reid provided Mayor Roseberry with a price on one for \$700, which would be cheaper than the other design for \$7000. Councilmember Holt described speed humps made of asphalt that he witnessed in an upscale area in Atlanta, with reflective arrows on top. Councilmember Windham mentioned other entities (Jersey, Social Circle, Gwinnett) who also used the asphalt speed humps. Windham also questioned the decision of not having a speed hump at Mitchell Street (located off Soule St), to coincide with the sidewalk and aid the safety of its users. Mayor Roseberry advised that such placement would not agree with GDOT requirements, which states speed humps should not exist within an intersection. This matter will be placed on the agenda at a later date pending the research of a cost-efficient solution. *Attachment C*

11. 107 W. Clark Street Renovation Project

The *ad hoc* Yarbrough House Renovation Committee reported on the progress of the 107 W. Clark Street renovation project. The Committee met with the architects from Carter Watkins, to discuss the details of the renovation work. The Director of the Newton County Library Systems (Lace Keaton) and Chairman of the Board of Trustees for the Newton County Library Systems (Steve Whatley) came out to view the Yarbrough House and to discuss options for its development. After discussion, it was determined there were stumbling blocks that prevented its development as a library, mostly due to financial restraints on the County's behalf. The city will continue to seek opportunities along the way, which may result in a sole venture. Currently, the matter will be on hold.

Councilmember Wearing discussed that Great Estates Landscaping provided a quote to complete lawn enhancement work on the Yarbrough House property. The proposal is to temporarily prune the front of the house, which would include removal of brick, bushes and monkey grass, as well as an aesthetic overhaul. Councilmember Wearing suggested Matt Pepper provide a purchase order to allow Great

Estates to complete the proposed work. Councilmember Holt questioned the need to request proposals for unwarranted projects as there is currently no defined plans for the Yarbrough House.

Councilmember Wearing further implied the need to at least keep the property maintained and in suitable condition until the construction commences. Though Councilmember Holt suggested the city maintenance department handle the upkeep of the façade, Councilmember Wearing countered that the maintenance department may not have the availability to commit to such projects at this time.

Motion was made to approve the proposal. Windham-Second-Wearing, Approved unanimous 5/0.

12. Planning Commission Appointment

Council approved the nomination for a member of the city's Planning Commission. Councilmember Windham expressed the city's intent in having more geographic diversity, which prompted him to nominate Ms. Kibbie Hatfield of Stone Street.

Motion was made to approve to nominate Ms. Kibbie Hatfield as a member for the Planning Commission- Windham-Second-Holt, Approved unanimous 5/0.

13. Invoice Approval

Motion was made by Wearing-Second-Holt to approval the invoices, approved unanimous 5/0.

Regular Session Adjourned at 7:25pm

Executive Session

Motion to go into an Executive Session at 7:28 pm – Ready – Second – Wearing, approved unanimous 5/0.

City Attorney David Strickland updated Council on ongoing litigation.

Council discussed personnel matters regarding appointment for David Eady (Post 4).

Motion to adjourn the Executive Session at 7:36 pm – Wearing– second – Ready, approved unanimous 5/0.

Motion to adjourn Regular Session at 7:36 pm – Wearing – Second Ready Approved unanimous 5/0.

Respectfully submitted;

Stacey Mullen
Deputy City Clerk

**OXFORD MAYOR AND COUNCIL
REGULAR MEETING
MONDAY, SEPTEMBER 9, 2019 – 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 September 9, 2019 Mayor and Council Regular Meeting.
5. **CONSENT AGENDA**
 - a. * Minutes of the Public Hearings to set the 2019 Millage Rate – July 29, 2019 at 9 AM and 6 PM; August 5, 2019 at 6 PM.
 - b. * Minutes of the Regular Session August 5, 2019.
 - c. * Minutes of the Work Session August 19, 2019.
 - d. * Minutes of Trees, Parks and Recreation Board April 9, 2019.
 - e. * Minutes of Planning Commission July 9, 2019.
 - f. * Minutes of Downtown Development Authority July 23, 2019.
 - g. * Minutes of Downtown Development Authority August 27, 2019.
6. Mayor's Report.
7. Planning Commission Recommendations/Petitions.
8. Citizen Concerns.
9. **Annual Mayor and Council Retreat** – We have set the date for the annual retreat for October 11th at the Center. Mayor and Council will discuss items to be addressed at the retreat.
10. * **Traffic Control on Williams Road** – Chief Harvey will share with Council his recommendation on where to place the speed tables on Williams Road. We have attached a proposal from Designed Installations to install two speed tables on Williams Road. The speed tables will be similar in design to what the city installed in front of Old Church.
11. **107 W. Clark Street Renovation Project** – The *ad hoc* Yarbrough House Renovation Committee will report on the progress of the 107 W. Clark Street renovation project.
12. **Planning Commission Appointment** – Council will approve the nomination for a member of the city's Planning Commission.

13. Invoice Approval

INVOICES OVER \$1,000.00

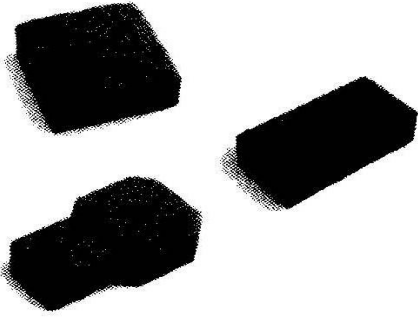
VENDOR	DESCRIPTION	AMOUNT
MONTHLY		
AT&T	Monthly Phone Services Bill Date 7/29/2019	1,034.77
Blue Cross Blue Shield	Health Insurance Employees (09/1/2019 – 10/1/2019)	8,987.19
City of Oxford Utilities	Monthly utility charges month of July 2019	1,983.67
City of Oxford Park Utilities	Monthly utility charges month of July 2019	1,097.49
City of Oxford Utilities	Monthly utility charges month of August 2019	1,559.56
City of Oxford Park Utilities	Monthly utility charges month of August 2019	723.19
Consolidated Monthly Remittance Report- Municipal Court Fees	Monthly court fees for July 2019	1,067.23
Covington News	Ads and Promotions Month of July- 2019 Newcomers Guide, Admin office clerk ad/ Property Tax Increase Notice/ Asbury Park/Five-year history/ General Election/	1,860.00
Georgia Municipal Association	GMEBS/Retirement Trust Fund (August Inv. 362210)	5,972.25
Georgia Municipal Association	GMEBS/Retirement Trust Fund (Sept Inv. 363909)	5,972.25
Latham Home Sanitation Co.	Commercial Waste Removal Services July 2019	6,891.38
Latham Home Sanitation Co.	Commercial Waste Removal Services August 2019	6,891.38
Master Card	Mastercard charges for Connie (pending refund)/Dawn Municipal Clerk training classes, Hotel fees – Mike Ready, MEAG Annual Mtg, Pizza for Asbury St Park Grand Opening, Miscellaneous charges	1,897.98
Newton County Board of Commissioners	Water Purchase Month of July 2019 Inv 2584	19,455.00
Newton County Water & Sewerage Authority	Monthly Sewer Charges for July 2019	4,922.22
Newton County Water * Sewerage Authority	Monthly Sewer Charges for August 2019	4,922.22
Sophicity	Monthly IT Support Month of August Inv 11583	1,858.60
Sophicity	Monthly IT Support Month of September Inv 11703	1,858.60
Southeastern Power Admin.	SEPA energy cost (July) Inv. B-19-2610	2,748.57
PURCHASES/CONTRACT LABOR		
Barbara Dingler	2019 Property Tax Digest	1,575.00
Freeman Law Firm, LLC	Legal Srvs- Solicitor April-June 2019	1,500.00
Designed Installations by Jim Williams	Driveway repair @ 209 Williams St- damage made by Over and Under Contractors dur electric upgrade	2,400.00
Jordan Engineering	Engineering Srv (Moore St Sidewalk/R.O.W/Asbury Park	1,830.00
Mason Tractor Company	Kubota RTV-X900W-H Utility Vehicle	14,375.00
McNair McLemore Middlebrooks	Preparation for 2019 pre-audit work	1,100.00
Natur Chem	Treatment of Kudzu & Privet at Asbury St. Park	1,800.00

NovaTech	Color copy fees for 4/30-7/29/19	1,077.34
Premier Security Systems, Inc	Camera Installation at City Hall (\$6,686.19) & Maintenance Facility (\$5,750.48)	12,436.67
Scarborough Tree	Removal of Lrg Oak on Asbury St & 2 dead Pine trees on Oxford North Rd	6,000.00
SCHOOLSin	GaGa Ball Pit for Asbury St Park	1,501.55
Steve Hathorn	Legal Svcs- Municipal Judge April, May & June 2019	1,250.00
Sumner Meeker, LLC	Professional Services July 2019	2,834.24
Woco Pep Oil	Gas charges for city vehicles and equipment Inv. 09599	2,809.95
Yancey Brothers, Co.	Purchase of new Backhoe for Maintenance Dept	71,126.00
Approved Contracts		
HCS Services, LLC	Asbury St Park change order 4 &5/ Final Draw (minus \$2,000 retainage to replace trees & bushes in Fall)	49,946.78
Over & Under General Contractors	Electric upgrade- Longstreet Circle, Oxford North Rd, Williams St & West Clark Street	86,426.40
Wahl Telecommunications Systems, Inc	Down payment on equipment and installation of new phone system	4,075.00

14. **Executive Session** – Litigation & Personnel.

15. **Adjourn**

PAVING



DESIGNED INSTALLATIONS

by *Jim Williams*

215 STONE LEA DRIVE • OXFORD, GA 30054 • PHONE/FAX 770-787-3778 • CELL 770-317-2670
EMAIL pdibjw@bellsouth.net

Estimate

9/3/19

City of Oxford
To: Jody Reid
Re: Speed table estimates.

Install 2 speed tables as discussed on Williams Rd.
Tables are to be similar to the ones at the Old church.

\$5,525.00

Total:

\$11,050.00

Thanks,

Tim Martin

Drawing 1

