



**OFFICIAL MINUTES OF THE OXFORD MAYOR AND COUNCIL MEETING
WORK SESSION
MONDAY, NOVEMBER 18, 2024 – 6:30 PM
CITY HALL**

ELECTED OFFICIALS PRESENT:

David Eady - Mayor
George Holt – Councilmember
Jim Windham – Councilmember
Laura McCanless – Councilmember
Jeff Wearing – Councilmember
Mike Ready – Councilmember
Erik Oliver – Councilmember

STAFF PRESENT:

Marcia Brooks –City Clerk/Treasurer
Bill Andrew – City Manager
Mark Anglin – Police Chief
Jody Reid – Supervisor of Maintenance and
Utilities
David Strickland – City Attorney

OTHERS PRESENT: Mike McQuaide, Sam Latimer (Rushton), Chad Peden (Carter & Sloope), Amanda Huggins (City of Covington), Laura Gafnea (Oxford College), Daniel Parson (Oxford College)

Agenda (Attachment A)

1. Mayor's Announcements

The Mayor and City Council Annual Retreat will be held on November 21 beginning at 9:00 a.m. at The Center. The Employee/Volunteer Appreciation Dinner will be held on December 13 at 7:00 p.m. at Vintage on 1st in Mansfield.

2. Committee Reports

- a. **Trees, Parks, and Recreation Board** – No report.
- b. **Planning Commission** – No report.
- c. **Downtown Development Authority** – Mike Ready provided the report.
- d. **Sustainability Committee** – Daniel Parson provided the report. He presented a draft ordinance for the City Council's consideration. Mayor Eady stated it needs to be reviewed by the Planning Commission formally with a recommendation to the City Council. He also suggested that it should be shared with the Trees, Parks and Recreation Board.

3. FY 2024 Audit Presentation (Attachment B)

Sam Latimer with the accounting firm of Rushton presented the results of their independent financial audit of the City for FY 2024.

4. **Presentation by Amanda Huggins, Regulatory Compliance Specialist, City of Covington** (Appendix C)

Amanda Huggins spoke to the Mayor and City Council regarding the gas services provided by the City of Covington, which are available to customers in Oxford. Her presentation was centered around education and awareness of gas lines in the City.

5. **Presentation by Chad Peden with Carter & Sloope on the Turkey Creek Basin Sewer Line** (Appendix D)

Chad Peden spoke to the Mayor and City Council regarding results of the study completed recently on the Turkey Creek Basin Sewer Lines. The study revealed that there is inadequate sewer capacity in those lines when it rains. He provided several options for alleviating this situation that have varying costs. They will have their evaluation complete by the end of the year which will show which lines must be replaced and which ones can be repaired. There are some steps that can be taken immediately that may resolve some of the issues at a relatively modest cost.

Mike Hopkins with NCWSA recommends installing a flow meter for each jurisdiction to measure how much each one is using. Mayor Eady asked if a meter could be installed at Oxford College to isolate their usage from other customers in the City.

Mr. Peden recommended updating the capacity agreements the City has with the City of Covington and NCWSA.

Bill Andrew stated he will be bringing the sewer moratorium before the City Council at the next work session for consideration of an extension of at least six months.

6. **Authorization for the Mayor to execute a MOA for Preliminary Engineering for the Catova Creek Trail** (Appendix E)

A vote will be taken at the December regular meeting regarding the MOA.

7. **Code of Ordinances – Amendment – Compliance with HB 456** (Attachment F)

The First Reading for this amendment will be presented at the December regular session.

8. **Updated Oath for Oxford Police Officers** (Attachment G)

David Strickland clarified that the code of ordinances and charter do not need to be updated. The Police Department is only required to have an oath; it is not explicitly spelled out. A vote will be taken at the December regular meeting regarding the resolution.

9. **Task Order from AtkinsRealis for a Sign Inventory and Traffic Control Plan** (Attachment H)

A vote will be taken at the December regular meeting regarding the task order.

10. **FY 2025 Cost-of-Living Allowance (COLA) for Oxford's Hourly Employees**

A vote will be taken at the December regular meeting regarding the COLA.

11. **Resolution to Amend the City's Comprehensive Plan** (Attachment I)

A vote will be taken at the December regular meeting regarding the resolution.

12. **Resolution to Amend Financial Policies** (Attachment J)

A vote will be taken at the December regular meeting regarding the resolution.

13. Resolution to Add Membership into an Additional Fund with GMA/GIRMA First Responder PTSD Program (Attachment K)

A vote will be taken at the December regular meeting to approve the minimum amount.

14. City Hall Landscape Proposal from Shades of Green (Attachment L)

Mayor Eady suggested that this topic be tabled to have more time for discussion. The Councilmembers were in agreement.

15. Other Business

16. Work Session Meeting Review

17. Executive Session

None

18. Adjourn

Mayor Eady adjourned the meeting at 8:25 p.m.

Respectfully Submitted,



Marcia Brooks
City Clerk/Treasurer