



**OFFICIAL MINUTES OF THE OXFORD MAYOR AND COUNCIL MEETING  
REGULAR SESSION  
MONDAY, SEPTEMBER 9, 2024 – 7:00 PM  
CITY HALL**

**ELECTED OFFICIALS PRESENT:**

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

**ELECTED OFFICIALS NOT PRESENT:**

George Holt – Councilmember

**APPOINTED/STAFF PRESENT:**

Bill Andrew – City Manager  
Marcia Brooks – City Clerk/Treasurer  
Mark Anglin – Police Chief  
David Strickland – City Attorney

**OTHERS PRESENT:** Nick Cole, Art Vinson, Laurie Vinson

1. The meeting was called to order by the Honorable David Eady, Mayor.
2. **Erik Oliver made a motion to accept the agenda for the September 9, 2024 Mayor and Council Regular Meeting. Jeff Wearing seconded the motion.**

Discussion:

Laura McCanless requested an amendment to the agenda to add the subject of the Fee Schedule for Planning, Development, Review and Inspection for discussion only with no vote.

**Erik Oliver amended his motion to include the additional item on the agenda. Jeff Wearing seconded the amended motion. The motion was approved unanimously (6/0).** (Attachment A)

3. **Jeff Wearing made a motion to approve the Consent Agenda. Mike Ready seconded the motion.**

Discussion:

Laura McCanless stated that the minutes for the August work session should be corrected to reflect that the City Council agreed to only remove the existing deck at Old Church, not replace it.

**Jeff Wearing amended his motion to approve the Consent Agenda with the change to the minutes as noted by Laura McCanless. Mike Ready seconded the amended motion. The motion was approved unanimously (6/0).** (Attachment B)

4. **Mayor's Report**

5. **Citizen Concerns**

6. **Pedestrian Traffic Analysis for Mid-Block Crossing to Asbury Street Park** (Attachment C)

**Mike Ready made a motion to approve the recommendation to allow Keck & Wood to proceed with the pedestrian traffic analysis. Mike Ready seconded the motion. The motion was approved unanimously (6/0).**

7. **Stormwater Improvements on Emory Street south of E. Wade Street** (Attachment D)

**Mike Ready made a motion to grant approval for Mayor Eady to sign the task order with Keck & Wood for the stormwater improvements. Erik Oliver seconded the motion. The motion was approved unanimously (6/0).**

8. **GMEBS Defined Benefit Retirement Plan Restatement – FIRST READING** (Attachment F)

**Erik Oliver made a motion to approve the first reading of the GMEBS Defined Benefit Retirement Plan Restatement. Laura McCanless seconded the motion. The motion was approved unanimously (6/0).**

9. **Annual Subscription for Supplemental Power** (Attachment G)

**Laura McCanless made a motion to have MEAG act as the agent for the City's annual subscription for supplemental power. Mike Ready seconded the motion. The motion was approved unanimously (6/0).**

10. **Invoices** (Attachment I)

The City Council reviewed invoices paid for \$1,000 or more in the month of July 2024.

10a. **Fee Schedule for Planning, Development, Review and Inspection** (Attachment J)

Mayor Eady and Bill Andrew met with Hal Chitwood with Bureau Veritas. They went through the recommendations from Bureau Veritas for changes that have already been discussed. They discussed the basis for the fees and reached the conclusion that the fees should be based on how much time it takes to do the work using their rates. Then 25% for the City of Oxford would be added on to the cost calculation to arrive at the fee amount for a service. The revised rate schedule reflects the changes made as a result of this discussion.

City Councilmembers asked questions about several items. There was lengthy discussion concerning permit requirements for fences and decks, and repair vs. replacement of these items. Erik Oliver questioned whether some of the items could be handled by employees rather than by Bureau Veritas.

Jim Windham stated his belief that a lot of people do not know permits are required for many things. The information available to the public needs to be more readily available and easy to understand.

Erik Oliver expressed that the language, "repair or replace," for siding or deck repair is confusing based on the discussion because minor repairs do not require a permit. Laura McCanless suggested taking out the word, "repair." Mayor Eady stated that the code contains specific information, and it can be modified if the City Council wishes to do so. Jim Windham recommended making the language more exact to avoid future different interpretations.

Mayor Eady asked the City Councilmembers to review the proposed changes

**11. Executive Session**

None.

**12. Adjourn**

**Jim Windham made a motion to adjourn at 8:18 p.m. Jeff Wearing seconded the motion. The motion was approved unanimously (6/0).**

Respectfully Submitted,



Marcia Brooks  
City Clerk/Treasurer