



**OFFICIAL MINUTES OF THE OXFORD MAYOR AND COUNCIL MEETING
REGULAR SESSION
MONDAY, March 2, 2020 – 7:00 PM
CITY HALL**

ELECTED OFFICIALS PRESENT:

David Eady – Mayor
George Holt – Councilmember
Jim Windham – Councilmember
Jeff Wearing – Councilmember
Avis Williams – Councilmember
Sarah Davis – Councilmember
Lynn Bohanan – Councilmember
Laura McCanless – Councilmember

APPOINTED/STAFF PRESENT:

Matt Pepper – City Manager
Marcia Brooks – City Clerk/Treasurer
Jody Reid – Utility Superintendent
Dave Harvey – Police Chief
Stephen Wagner – Police Officer
David Strickland – City Attorney

OTHERS PRESENT: Jasmine Floyd, Vicki Eady, Mike Ready, Dave Huber, Erik Oliver, Hoyt Oliver, Mike McQuaide, Peggy Madden, Anderson Wright, Gwen Green, M. Cockrell and Dr. Cockrell.

1. The meeting was called to order by the Hon. David Eady, Mayor.
2. The invocation was delivered by Rev. Natalie Faulkner (Allen Memorial United Methodist Church).
3. Pledge of Allegiance.
4. **A motion was made to accept the Agenda for March 2, 2020 – Wearing - Second - Williams, Approved unanimous 7/0.** (Attachment A)
5. **A motion was made to accept the Consent Agenda – Wearing – Second – Williams - Approved unanimous 7/0.** (Attachment B)
6. **Mayor's Report**
 - The Arbor Day event at the Dean's Dining Hall at Oxford College was a great success. Tree saplings were donated by Charlotte Johnson in memory of Don Ballard, and every attendee got to take one home.
 - Mayor Eady attended an event with City Manager Matt Pepper concerning the Comprehensive Plan implementation at the county level. The Northeast Georgia Regional Commission (NEGRC) does an annual review with each city on the short-term

work program each year in the Fall, and Matt Pepper has reviewed Oxford's plan with John Devine of NEGRC.

- There is a proposal from Newton County to pass a TSPLOST up to 1%, which would raise the tax rate in Newton County to 8%. This matter will be discussed at the March Council Work Session meeting.

7. **Planning Commission Recommendations/Petitions**

None

8. **Citizen Concerns**

None.

9. **Burial Rights at Oxford Cemetery**

The Antoine family requested at the February Work Session meeting that they be allowed to bury their mother's cremains in the Oxford City Cemetery. Oxford City Ordinance Sec. 10.22 states that the sale of burial rights can only be made to those who live or have lived in the Oxford city limits, however, the ordinance also grants the City Council discretion to waive this restriction under special circumstances. The recommendation of staff is that the City Council exercise its power to make special exceptions to Oxford City Ordinance Sec. 10.22 and approve the sale of burial rights to the Antoine family. **A motion was made to grant the request for an exception to Oxford City Ordinance Sec. 10-22 and approve the sale of burial rights to the Antoine family – McCanless – Second – Holt - Approved unanimous 7/0.**

10. **Yarbrough House Renovation** (Attachment C)

Several renovation options for Yarbrough House were presented at the January work session meeting. The City Council planned to select a renovation option at this meeting, however, Mayor Eady requested that the City Council table this matter to discuss implications of investing in the property and future uses. The current proposed use is as a history center, but Mayor Eady would like to solicit feedback about other potential commercial uses, and would also like to work with the Oxford Historical Society to see if any funding is available to help defer the remaining costs to restore the property. **A motion was made to table the selection of a renovation option for the Yarbrough House – Windham – Second – Wearing - Approved unanimous 7/0.**

11. **FY 2019 Operating Budget Amendment** (Attachment D)

While conducting the FY2019 City of Oxford audit, the auditor identified several line items within the General Fund which were overspent based on the FY2019 budget. Overall, the City of Oxford did not overspend, but funds need to be moved to these line items from a line items that had a surplus to eliminate the deficiencies. Staff recommends that the City Council approve the proposed budget amendment within the city's General Fund for the FY 2019 Operating Budget. **A motion was made to approve the proposed budget amendment – Holt – Second – Williams - Approved unanimous 7/0.**

12. **Traffic Calming on E. Soule Street/Williams Road** (Attachment E)

Quotes from two vendors were presented at the January work session meeting to perform work related to traffic calming on E. Soule Street/Williams Road within the City of Oxford. Specifically, the design involves two speed humps with reflective paint that is durable in the heat. Staff recommends that the City Council award the contract for this work to the low bidder, Designed Installations, Inc., for \$2,627.50 per speed hump for a total of \$5,255.00.

A motion was made to award the contract for speed humps on E. Soule Street/Williams Road to Designed Installations – Wearing – Second – Windham - Approved unanimous 7/0.

13. **Landscape Maintenance Contract for Asbury Street Park** (Attachment F)

The City of Oxford has received a quote from Great Estates Landscaping to provide landscape maintenance services at Asbury Street Park for \$6,300 annually. As part of the bid, Great Estates Landscaping agreed not to use any fertilizers, pesticides or herbicides in the performance of this work. Staff recommends that Council award this contract to Great Estates Landscaping. **A motion was made to award the contract for landscape**

maintenance to Great Estates Landscaping – Windham – Second – Wearing - Approved unanimous 7/0.

14. **Replace Storm Drain on Longstreet Circle** (Attachment G)

Quotes from two vendors were presented at the January work session meeting to perform work to replace an aging storm drain on Longstreet Circle that is rusted in numerous places. Staff recommends that the City Council award the contract for this work to the lower bidder, HCS Services, LLC, for \$11,700. **A motion was made to award the contract for replacing the storm drain on Longstreet Circle to HCS Services, LLC – McCanless – Second – Wearing - Approved unanimous 7/0.**

15. **Repair Storm Drain on Moore Street** (Attachment H)

Quotes from two vendors were presented at the January work session meeting to perform work to repair the existing storm drain on Moore Street at Georgia Highway 81. The repair includes moving the drain box to the curb at the end of the sidewalk. Staff recommends that the City Council award the contract for this work to the lower bidder, HCS Services, LLC, for \$23,500. **A motion was made to award the contract for repairing the storm**

drain on Longstreet Circle to HCS Services, LLC – Windham – Second – Bohanan - Approved unanimous 7/0.

16. **FY 2019 LMIG Excess Funds** (Attachment I)

For the city's FY 2019 Local Maintenance Improvement Grant (LMIG) project, a large section of Asbury Street was resurfaced. With the remaining funds, staff proposes that the city repair the asphalt in twelve (12) locations in the city limits. While it is true that the City of Covington provides paving services under this grant, they do not provide deep patching services. Quotes have been received from two vendors. Staff recommends that the City Council award the contract to complete this work to the lowest bidder, MHB Paving, for \$20,000.77. **A motion was made to award the contract for repairing the asphalt in**

twelve locations in the city limits to MHB Paving – McCanless – Second – Holt - Approved unanimous 7/0.

17. **George Street Park Fence** (Attachment J)

The Trees, Parks and Recreation Board reported earlier this year that the split rail fence at George Street Park is in poor condition and needs replacing. Quotes from two vendors were presented at the January work session to perform this work. Staff recommends that the City Council award the contract to complete this work to the lowest bidder, The Fence Man, for \$2,675. **A motion was made to award the contract for replacing the split rail fence at George Street Park to The Fence Man – Holt – Second – Wearing - Approved unanimous 7/0.**

18. **Resolution for the Municipal Competitive Trust** (Attachment K)

The Municipal Electric Authority of Georgia (MEAG) has requested that the City of Oxford update the Resolution and Incumbency Certificate for the Municipal Competitive Trust Year End Settlement to add Mayor Eady as an “Authorized Official” to communicate city decisions to MEAG regarding the trust funds. Staff recommends approval of this resolution by the City Council. **A motion was made to approve the proposed resolution for the Municipal Competitive Trust – Windham – Second – Holt - Approved unanimous 7/0.**

19. **Resolution for Local Design Standards** (Attachment L)

The Georgia Municipal Association (GMA) has requested that all cities in Georgia adopt a resolution to oppose House Bill 302 and Senate Bill 172, which prohibit municipalities from regulating design elements for one or two-family dwellings. The bills are being promoted by the vinyl siding industry. The Georgia Municipal Association (GMA) opposes these bills, and every other city in Newton County has adopted a resolution opposing them. Staff recommends approval of the proposed resolution by the City Council. **A motion was made to approve the proposed resolution opposing House Bill 302 and Senate Bill 172 – Wearing – Second – McCanless - Approved unanimous 7/0.**

20. **Resolution for Franchise Fees** (Attachment M)

The Georgia Municipal Association recommends that the City of Oxford adopt a resolution to set the franchise rate for cable or video providers utilizing the city’s rights-of-way at 5% of the gross revenues these providers receive from doing business in Oxford. This resolution will be filed with the Secretary of State’s office so that it will be available in the future to cable and video providers researching installation requirements. Staff recommends approval of the proposed resolution by the City Council. **A motion was made to approve the proposed resolution for cable and video franchise fees – Wearing – Second – Bohanan - Approved unanimous 7/0.**

21. **Downtown Development Authority Appointment**

A vacancy on the Downtown Development Authority was created by the resignation of Martha Molyneux. The City Council had planned to approve a nomination for someone to fill the vacancy. However, Mayor Eady requested that this matter be tabled until a future session to review the qualifications of a couple of interested candidates. **A motion was made to table the appointment to the Downtown Development Authority – Wearing – Second – Windham - Approved unanimous 7/0.**

22. Invoice Approval

A motion was made by Holt – Second - Wearing to approve the invoices, Approved unanimous 7/0.

23. Executive Session

None.

24. Motion to adjourn Regular Session at 7:26 pm – Wearing – Second Windham - Approved unanimous 7/0.

Respectfully Submitted,

Marcia Brooks
City Clerk/Treasurer