



Draft MINUTES OF THE OXFORD MAYOR AND COUNCIL MEETING
REGULAR SESSION
MONDAY, APRIL 2, 2018 – 7:00 PM
CITY HALL
Draft

MEMBERS PRESENT: Jerry D. Roseberry, Mayor; and Councilmembers: George Holt; Jim Windham; David Eady; Mike Ready; Jeff Wearing, and Sarah Davis.

OTHERS PRESENT: Matt Pepper, Assistant City Manager; Dave Harvey, Chief; Lauran Willis, City Clerk; David Strickland, City Attorney; Hoyt Oliver, Teresa Welch, Patsy Burke, Peggy Madden, Juanita Carson, Art Vinson, Laurie Vinson, Grace and Grady Spradley, and Hal Chitwood from Bureau Veritas.

The meeting was called to order by the Hon. Jerry D. Roseberry, Mayor

Invocation was delivered by Hoyt Oliver
Pledge of Allegiance – All

Motion was made by Mike Ready, seconded by Sarah Davis to accept the Agenda for the April 2, 2018 Mayor and Council Regular Meeting. Motion passed 7/0. (Attachment A)

CONSENT AGENDA
Approved, 7/0.

Mayors Reports

Mayor Roseberry congratulated City Clerk Lauran Willis on the completion of the Certified Municipal Clerks Master's Education Program.

Planning Commission Recommendations/Petitions
None

Citizens' Concerns
None

Building Inspection Services

Hal Chitwood with Bureau Veritas presented a proposal to council for their building inspection services. Mr. Chitwood will provide Assistant City Manager Matt Pepper with fees schedule for further review and discussion at the April work session.

107 W. Clark Street Renovation Project

Councilmember Eady presented a report from the committee’s progress on Yarbrough House Renovation. Eady made a recommendation to table any further movement on the project until they can come to a resolution for the use of the house. This item will be on moved to the April work session.

A motion was made by Windham, seconded by Holt to table discussion and postpone the project pending further research. Motion passed 7/0.

The Georgia Trust Fall Ramble Sponsorship

Assistant City Manager Matt Pepper said The Georgia Trust for Historic Preservation has asked us to be a sponsor for the Fall Ramble in October 2018. The donation amounts are \$500, \$1,000, \$2,500, and \$5,000. The City will receive certain benefits depending on the amount of the donation. Mayor Roseberry made a recommendation to council to make a \$500 donation.

A motion was made by Windham, seconded by Eady that the City approve a Sponsorship of \$500. Motion passed 7/0.

Municipal Competitive Trust

Assistant City Manager Matt Pepper said that MEAG has asked us to update the Resolution for the Municipal Competitive Trust to add Matthew Pepper as an “Authorized Official” to communicate city decisions to MEAG regarding the trust funds.

A motion was made by Holt, seconded by Windham to approve the update of the Resolution for MEAG to add Matthew Pepper as an Authorized Official. Motion passed 7/0.

Electric Cities of Georgia

Assistant City Manager Matt Pepper said that ECG has asked that we update a new version of the Resolution designating our voting delegates for the annual ECG elections.

A motion was made by Holt, seconded by Ready to revise the Resolution adding Matthew Pepper as a designated voting delegate for the City for the annual ECG elections. Motion passed 7/0.

Invoice Approval

INVOICES OVER \$1,000.00

VENDOR	DESCRIPTION	AMOUNT
MONTHLY		
Blue Cross Blue Shield	Health Insurance Employees (4/1 – 5/1)	9,921.01
City of Oxford Utilities	City Hall/Maintenance Facility/Old Church/Pump Station on Richardson/107 W. Clark St. Utilities for (March)	1,291.17
Georgia Municipal Association	GMEBS/Retirement Trust Fund (March Inv. 333423)	6,279.16
Latham Home Sanitation	Waste/Recyclables February	5,636.10
NC Board of Commissioners	Monthly water purchase for February Inv. 2394	20,898.00
NC Water & Sewer Authority	Monthly sewer fees for 1/30/18 – 2/27/18	6,217.78
Sophicity	Monthly IT Services February Inv#9440	1,804.60
Southeastern Power Admin.	SEPA energy cost (February) Inv. B-18-1240	2788.48
PURCHASES/CONTRACT LABOR		

Anderson Grading & Pipeline	Repair water leak at Hamill Street	1,875.00
C. David Strickland, P.C.	Legal Services for March	2,523.52
Courtware Solutions Inc.	Monthly Licensing, Support & Maintenance February	1,426.00
GSCCCA Fines and Fees Division	Consolidated Fines & Fees for Municipal Court	1,530.81
Marable-Pirkle, Inc.	Furnished equipment & Personnel to set new pole and transfer overhead primary and secondary to new pole on Wesley Street.	2,485.00
McNair, McLemore, Middlebrooks	CPA Professional Services, MD&A report/discussion and assist with DDA creation, bank account, check signers, GASB 61, other bookkeeping assistance.	1,170.00
NC Sheriff's Office	Prisoner Board and Processing Fee's (February 31893)	2,550.00
Phoenix	Temp services 2- men 40 hrs. Week ending 3/4/2018	1,083.60
Steven A. Hathorn, P.C.	Legal/Municipal Judge Services Jan-March	1,250.00
	APPROVED CONTRACTS	
Historical Concepts, LLC	Visioning Services, time spent reviewing previous studies, Feb 22 trip to Oxford for full day workshop, and initial studies developed following the workshop.	10,800.00
Jordan Engineering	Moore St. base mapping and topo, GPS Moore St. , Locate exist R/W and Pin Recon, CAD field coordination, data management, research, Bid documents, Erosion control plan etc.	12,950.00
E.F. (Tres) Thomas, III, P.E.	Develop and Submit – 2017 annual Storm Water Report	3,500.00

Motion made by Holt, seconded by Ready, to approve invoices. Motion passed 7/0.

Motion made by Windham, seconded by Ready to adjourn at 7:32 pm. Motion passed 7/0.

Executive Session

None

Respectfully Submitted;

Lauran Willis, CMC/FOA
City Clerk