

**OXFORD MAYOR AND COUNCIL
REGULAR MEETING
MONDAY, AUGUST 5, 2013 – 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 August 5, 2013 Mayor and Council Meeting
5. Honorary Councilmember – Councilmember David Eady has appointed Ms. Shirley Ross to serve as honorary councilmember for August.
6. Motion to accept the Minutes of the May 14, 2013 Planning Commission Meeting.
7. Motion to approve the Minutes of the Regular Session of Mayor and Council July 1, 2013.
8. Motion to approve the Minutes of the Special Called Meeting of July 15, 2013.
9. Motion to approve the Minutes of the Special Called Meeting of July 22, 2013.
10. Planning Commission Recommendations/Petitions
11. Citizen Concerns
12. Committee Reports
13. Invoice Approval
14. Adjourn

COMMITTEE REPORTS

1. JERRY D. ROSEBERRY, MAYOR

2. DAVID STRICKLAND, CITY ATTORNEY

3. BOB SCHWARTZ, CITY MANAGER

- a. **Vehicle** – We attached a memo with two options for a replacement vehicle. We have \$23,000 in the FY2014 capital budget.
- b. **Tree Service Contract** – We have received a proposal from Chad Scarborough D/B/A Scarborough Tree to replace his grandfather's tree service contract known as Roberts Tree and Clean-up service due to his retirement. We have a contract with Roberts Tree but they are going out of business. This proposal would replace them on the contract with their successor company.

4. GEORGE R. HOLT, FINANCE/OVERSIGHT/PERSONNEL

- a. **Fund Consolidation** – In 1977 we created an unemployment insurance trust fund. This is no longer necessary since we pay any unemployment claims from the annual budget. It has been years since the fund has shown any activity. It is currently in a checking account with BB&T and earns 0.05% interest. The attached Resolution will close the account and transfer the balance to the city general fund.

5. DAVID EADY, PLANNING/ZONING/STORMWATER

6. LYN PACE, CEMETERY/PUBLIC SAFETY

7. FRANK J. DAVIS, STREETS/SIDEWALKS/SOLID WASTE

- a. **Hamill Street** – The attached Resolution will temporarily close Hammil Street during the construction of Fleming Hall (the new dorm). This is based on a request from Oxford College.

8. TERRY A. SMITH, UTILITIES/PUBLIC WORKS

- a. **Emory and Asbury Water Line** – We will have a thorough discussion of this project with Marty Boyd, our engineer with Carter and Sloope, at the August 19 work session.
- b. **Sewer Service Project** – We have \$250,000 budgeted for sewer work for FY2014. We recommend we issue an RFP for an engineer to design and supervise the construction of a sewer extension to Oxford North Road.

9. JAMES H. WINDHAM, BUILDINGS & GROUNDS/PARKS/TREES

- a. **Tree Board Membership** – This will be first reading of the attached Ordinance to change the membership requirements for the Tree Board.
- b. **Automatic Door Opener** – We have two proposals to review.

INVOICES OVER \$1,000.00**Routine Monthly Bills Paid**

VENDOR	DESCRIPTION	AMOUNT
GMEBS Retirement Trust	Employees Retirement Fund for (July)	6,342.83
Humana	Employees Health Insurance (August)	7,259.03
Latham Home Sanitation	Waste & Recycle removal (July)	5,228.74
Newton County Commissioners	Water Purchase Cornish Creek (June)	10,713.00
Newton County Water & Sewer	Plant Operations & Maintenance	7241.07
Sophicity	IT in a Box Tech Services (June)	1,283.50
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Southeastern Power Admin	SEPA Energy Cost (June)	3,133.60
Utility Service	Quarterly Tank Maintenance	2,361.15
<u>PURCHASES/CONTRACT LABOR</u>		
Apollo Staffing	Temp Services Week Ending 6/23/2013	1,144.52
Apollo Staffing	Temp Services Week Ending 6/30/2013	1,059.32
Apollo Staffing	Temp Services Week Ending 7/14/2013	1,090.56
Apollo Staffing	Temp Services Week Ending 7/21/2013	1,278.00
AT&T	Phone Services Police Dept. /City Hall 5/29 – 6/28	1,211.83
AT&T	Phone Services Police Dept. /City Hall 6/29 – 7/28	1,185.03
Consolidated Pipe & Supply	Material & Supplies Water	1,018.00
Covington News	Five Year History & Parade Adds	1,013.70
D & J Trenching	Repair Water Main/Moore St, Install Sewer tap, Pierce St.	2,300.00
Gresco Utility Supply	Supplies & Materials	1,163.67
HD Power Solutions	Supplies for George St. Reconductoring Project	4,961.19
Microsoft Corporation	Licensing Renewal 2013-2014 (May)	2,424.00
M. Qader Baig & Associates	Legal Services (Court Solicitor) (Jan-June)	2,400.00
McNair, McLemore & Middle	Management Advisory, Budget & Pre-Audit Services (June)	1,616.70
Strickland & Strickland	Legal/Professional (June)	1,546.50
Wagner Services	Floor Care Sept 2012 – March 2013	1,911.00
Woco Pep Oil, Inc.	Fuel & Diesel (July 11,2013- Inv22565)	4,608.57
Woco Pep Oil, Inc.	Fuel & Diesel (April 1, 2013- Inv22146) was left off May Agenda	4,845.63
<u>APPROVED CONTRACTS</u>		
Allan Vigil Ford	2013 Ford Taurus Interceptor for Police Department	23,906.00
Air Condition Specialist Inc.	HVAC & Electrical for Old City Hall/Fire Department	9,862.00
Carter & Sloop	Engineering design, CADD drafting, Cost est. to bore trees Meeting 6/12/13	6,459.55
Marable-Pirkle, Inc.	George St. Reconductoring Project Labor & Equipment only	34,260.00
Oxford Historical Cemetery	One half of yearly budgeted of \$5,000.00	2,500.00
D+E=Design + Environment	Professional Svc George & Whatcoat Street (Blueprints & mileage)	1,084.41