



OFFICIAL MINUTES OF THE OXFORD MAYOR AND COUNCIL

WORK SESSION

June 20, 2017

Agenda: Attachment A

MEMBERS Present: Jerry D. Roseberry, Mayor; Councilmembers: Sarah Davis; George Holt; Mike Ready; Jim Windham, David Eady and Melvin Baker.

Attendees: Bob Schwartz, City Manager; Matthew Pepper, Assistant City Manager; Lauran Willis, City Clerk; Jody Reid, Utility Superintendent; Dave Harvey, Police Chief; Hoyt Oliver, Kendra Mayfield, Darryl & Teresa Welch, Judy Greer, Jeff Wearing, Todd Cain, Cathy Wooten.

Minutes

Honorary Councilmember Attachment B

Mayor Roseberry introduced Cathy Wooten with Oxford College as the honorary councilmember for July.

Mayors Announcements

The July meeting has been moved from July 3rd to July 10th.

The work session will remain on July 17th.

There will be a retirement reception for Bob Schwartz on June 27th from 4:00pm until 5:30pm at City Hall.

July 4th Parade

City Clerk Lauran Willis gave an update on the event preparations.

Bid Awards

Assistant City Manager Matthew Pepper gave a report on bids for George Street Trail extension. Recommend we negotiate with low bidder for minor changes in specs to reduce cost. Will bring new cost back to council on July 10th. On the E. Clark Extension the city engineer recommended moving the pre-bid conference to July 5th with the bids due by July 12th and will present to council at the July 17 work session.

Assistant City Manager Job Description Attachment C

City Manager Bob Schwartz presented revised job description. We will request approval at the July 10th council meeting.

Zoning Administrator

Motion made by Eady, seconded by Windham, motion passed unanimously to appoint Matthew Pepper as zoning administrator.

DDA Projects Discussion Attachment D

Councilmember Mike Ready presented map and gave update in preparation for the joint meeting with the DDA on the July 17 work session.

Public Works Truck Attachment E

Assistant City Manager Matt Pepper presented two bids with a recommendation to award the purchase order to Covington Ford for a Ford F-250 4x4 for \$25,336. This item will be on the July 10th meeting for a vote.

Electric System Improvements Attachment F

Assistant City Manager Matt Pepper presented bids with a recommendation to award the low bid of \$147,120 from Marable-Pirkle. This item will be on the July 10th meeting for a vote.

Projects Status and Engineer's Progress Reports Attachment G

City Manager Bob Schwartz gave update of project.

Executive Session- Canceled

Adjourn

The meeting was adjourned at 6:44pm.

Respectfully Submitted

Lauran Willis
City Clerk