



**OFFICIAL MINUTES OF THE OXFORD MAYOR AND COUNCIL MEETING
PUBLIC HEARING AND REGULAR SESSION
MONDAY, MARCH 5, 2018 – 7:00 PM
CITY HALL**

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

OTHERS PRESENT: Matt Pepper, Assistant City Manager; Dave Harvey, Chief; Jody Reid, Utility Superintendent; Luran Willis, City Clerk; David Strickland, City Attorney; Hoyt Oliver, Erik Oliver, Teresa Welch, Darryl Welch, Judy Greer, Patsy Burke, Peggy Madden, Juanita Carson, Mike Besaw, Anderson Wright, Kendra Mayfield, Ben Palmer, Noah Corimano, Cheryl Ready, and Boy Scout Troup 211, Maureen Evrett, Scott Evrett, Noah Geiger, James Oliver, Lucas Oliver, Michael Westrick, Josh Forbes, John McCarthy, Brantley Geret.

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

Invocation was delivered by Hoyt Oliver
Pledge of Allegiance – All

Mayor Roseberry announced that item 14 Pole Attachment Services would be removed from the agenda to allow Assistant Manager Matt Pepper and Utility Superintendent Jody Reid time to meet with Electric Cities of Georgia and prepare a report for the March 19th Work Session. Roseberry said that item C of the Consent Agenda is incomplete and will be corrected and moved to the April agenda. With these amendments to the agenda, Roseberry requested for a motion to accept the Agenda for February 5, 2018.

Motion was made Jim Windham, seconded by Jeff Wearing to accept the Agenda for the February 5, 2018 Public Hearing and Mayor and Council Regular Meeting. Motion passed 7/0. (Attachment A)

Honorary Councilmember

Mayor Roseberry introduced Ben Palmer as Honorary Councilmember for the month of March and presented him with a Proclamation as appreciation for his participation. (Attachment B)

CONSENT AGENDA -

Motion was made by Jeff Wearing, seconded by David Eady to accept the Consent Agenda with the proposed amendments. Motion Passed 7/0. (Attachment C)

Mayors Reports

Mayor Roseberry reminded the Budget Committees that the first report will be due at the March 19 Work Session. The General Budget Committee will meet tomorrow at 2:00 pm at City Hall.

Mayor Roseberry gave a report of the Police Department statistics for February.

Mayor Roseberry welcomed the Boy Scout Troup 211.

Planning Commission Recommendations/Petitions -

None

Citizens' Concerns -

Anderson Wright of the Oxford Historical Society addressed Council and said they have received bids for a new handicap ramp at Old Church and they have selected one. Wright ask what the next step are for awarding the contract and completing the work. Mayor Roseberry said they will need to go through the Planning Commission for review and the procedures for obtaining the proper permits.

David Eady announced The Film Screening, Chasing Coral on March 21st at Oxford College hosted by the Atlanta Science Festival and Emory Oxford College. (Attachment D)

Second Reading for Sec 38-58 Public Tree Care Ordinance Amendment

Assistant Manager Matt Pepper presented the second reading of an amendment to the city's Public Tree Care ordinance that will require property owners to obtain written permission from the Trees, Parks and Recreation Board before planning trees, plants, and shrubs in city right-of-way. (Attachment E)

A motion was made by Mike Ready, seconded by Jim Windham to approve the amendment to the City's Public Tree Care Ordinance Chapter 38 Vegetation, Article III Tree Management, by amending section 38-58. Motion passed 7/0.

Minor Subdivision

Assistant Manager Matt Pepper presented a recommendation from the Planning Commission for the approval of a minor subdivision for Hubert White and Joyce Sullivan at the corner of Asbury Street and W. Watson Street. Land Lot 288/ Parcel X012-014 202 Watson Street in the 9th District.

A motion was made by David Eady, seconded by George Holt to approve the minor subdivision as presented. Motion passed 7/0. Attachment F

Demolition of 6153 Emory Street

Assistant Manager Matt Pepper said we have received two bids for the asbestos abatement and demolition of the home located at 6153 Emory Street and recommended that Council award the purchase order to Enviroprobe, LLC in the amount of \$21,550.

Motion was made by David Eady, seconded by Jim Windham to award the bid to Enviroprobe LLC. Motion passed 7/0. Attachment G

107 W. Clark Street

Erik Oliver presented to Council a scope of work for the project to restore the city-owned property located at 107 W. Clark Street. Oliver presented a report on the building inspection performed by Bureau Veritas. Oliver was instructed to prepare any bid proposals for work to be performed and present to Council at the March 19, Work Session. Attachment H

Invoice Approval

INVOICES OVER \$1,000.00

VENDOR	DESCRIPTION	AMOUNT
MONTHLY		
Blue Cross Blue Shield	Health Insurance Employees (March 3/1 – 4/1)	8038.48
City of Covington	Gas charges at maintenance facility	1,053.68
City of Covington	Annual E-911 charges for 1/2018 – 12/2018	20,035.56
City Oxford Utilities	City Hall/Maintenance Facility/Old Church/Pump Station on Richardson Utilities for (January)	4,002.93
City of Oxford Utilities	City Hall/Maintenance Facility/Old Church/Pump Station on Richardson Utilities for (February)	4537.59
Georgia Municipal Association	GMEBS/Retirement Trust Fund	6,279.16
Latham Home Sanitation	Waste/Recyclables January	5,636.10
NC Board of Commissioners	Monthly water purchase for December	17,651.00
NC Board of Commissioners	Monthly water purchase for January	20,128.00
NC Water & Sewer Authority	Monthly sewer fees for 12/28/17 – 1/30/2018	6,217.78
Sophicity	Monthly IT Services February Inv#9440	1,804.60
Southeastern Power Admin.	SEPA energy cost (January) Inv. B-18-0957	6,635.83
PURCHASES/CONTRACT LABOR		
ACE Mayfield Hardware	Various plumbing supplies to fix water main breaks	1,591.91
Air Conditioning Specialist Inc.	Replace Air Handler for Police Department	2,950.00
Card Services	Mayors meetings/ Verizon (phone cases for Jody & Scottie)/Stamps /Walmart, 3 jumpstart battery packs for (Police Dept), other misc.	1,305.74
Galls	3 - Gun Mounts for Police vehicle/& 3 weapons rack	2,450.97
Gresco	Crimp Tool 6 ton w/batteries, charger, style head/ 3 year warranty	1,742.00
Jarod Environmental	Materials to repair water main break/fire hydrant/gate valve/couplings etc.	3,079.00
KEEPRS, Inc.	First responders gear, vest, etc. for police department	1,049.00
Legacy Mark LLC	Software & License for cemetery install/startup	6,493.51
McNair, McLemore, Middlebrooks	CPA Professional Services, W-2 Preparation, Management discussion & Analysis, bookkeeping assistance.	3,010.00
NEGRC	City of Oxford Comprehensive Plan Update	3,000.00
NC Sheriff's Office	Prisoner Board and Processing Fee's	3,690.00
Oxford Historical Cemetery Foundation	2/3 of 4-Grave lot sale – Lot W-23	2,000.00
Oxford Historical Cemetery Foundation	Annual Approved FY2018 Budget	10,000.00
Phoenix	Temp services 2- men 40 hrs. Week ending 2/25/18	1,004.85
Sensus	12 Water Meters	1,500.38
Snapping Shoals EMC	Purchase of 2006 Ford F-650 Bucket Truck	15,000.00
Verizon	Monthly Usage and purchase of 2 new phones for Jody and Scottie	1,335.65

WOCO Pep Oil, Inc.	Fuel all departments for February Inv. 7754	2904.72
	APPROVED CONTRACTS	
Erik Oliver	Grant Research and presentation of 107 W. Clark St.	1,000.00
Historical Concepts, LLC	Visioning Services. Initial Payment for Downtown Development contractor.	4,000.00
Jordan Engineering	Calculations for Sewer project, Imagery and recon – E. Bonnell extension, GPS George St, Emory and ATT lines. RW data collections, Cad, data management.	7,580.00

Motion made by Eady, seconded by Wearing, to approve invoices. Motion passed 7/0.

Motion made by Windham, seconded by Davis to adjourn at 7:35 pm. Motion passed 7/0.

Executive Session

None

Respectfully Submitted;

Lauran Willis, CMC/FOA
City Clerk