

**OFFICIAL MINUTES OF THE OXFORD MAYOR AND COUNCIL MEETING  
REGULAR MEETING and ORGANIZATIONAL MEETING  
MONDAY, JANUARY 6, 2014 – 7:00 P.M.  
CITY HALL**

**MEMBERS PRESENT: JERRY D. ROSEBERRY, MAYOR; COUNCILMEMBERS: JIM WINDHAM; TERRY SMITH; SARAH DAVIS; GEORGE HOLT; DAVID EADY; LYN PACE**

**OTHERS PRESENT: Bob Schwartz, City Manager; Luran Willis, City Clerk; Dave Harvey, Police Chief; Jody Reid, Utility Superintendent; David Strickland, City Attorney; Steven A Hathorn, Judge; Hoyt Oliver, LaTrelle Oliver, Gwendolyn Green, Mike Ready, Cheryl Ready**

The meeting was called to order by the Honorable Jerry D. Roseberry, Mayor and the invocation given by Councilmember Lyn Pace.

Pledge of Allegiance

**Organizational Meeting** – The Honorable Steven A. Hathorn, Judge, Presiding

Judge Steven A. Hathorn administered the Oath of Office for City Attorney David Strickland. City Attorney David Strickland then administered the Oath of Office for Judge Steven A. Hathorn.

Judge Steven A. Hathorn administrated the Oath of Office for Mayor and Council members continuing to serve as follow; Mayor Jerry Roseberry, Sarah Davis – Post 1, George Holt – Post 2, and Lyn Pace – Post 3.

Judge Steven A. Hathorn administrated the Oath of Office for newly elected council members for the term 2014-2017 as follows; David Eady – Post 4, Jim Windham – Post 5, and Terry Smith – Post 6.

Judge Steven A. Hathorn administered the Oath of Office for City Clerk Luran Willis and Police Chief David Harvey.

**A motion was made by Windham, seconded by Smith to accept the Agenda for the January 6, 2014 Mayor and Council Regular Meeting and Organizational meeting to include amending the original Agenda deleting items 13, 14, 16, and 17 to be placed on the agenda of the work session scheduled for January 21, 2014. The council vote was unanimous. The agenda was reduced because of the extreme cold and rapidly falling temperatures.** Attachment A

**A motion was made by Windham, seconded by Eady for the approval of the Minutes of the Regular Meeting December 2, 2013. The Council vote was unanimous.** Attachment B

**A motion was made by Eady, seconded by Pace for the approval of the Minutes of the Called Meeting December 16, 2013. The Council vote was unanimous.** Attachment C

**A motion was made by Windham, seconded by Eady to accept the Minutes of the December 10, Tree Board Commission. The Council vote was unanimous.** Attachment D

**Appointments by Mayor and Council:**

**A motion was made by Holt, seconded by Smith to appoint David Strickland as City Attorney for 2014. The Council vote was unanimous.**

**A motion was made by Windham, seconded by Holt to appoint Steven A. Hathorn as Municipal Court Judge for 2014. The Council vote was unanimous.**

**A motion was made by Windham, seconded by Smith to appoint Qader Baig as Municipal Court Solicitor for 2014. The Council vote was unanimous.**

**A motion was made by Windham, seconded by Eady to appoint Luran Willis as City Clerk/Treasurer for 2014. The Council vote was unanimous.**

**A motion was made by Windham, seconded by Smith to appoint W. David Harvey as Police Chief for 2014. The Council vote was unanimous.**

**PLANNING COMMISSION RECOMMENDATIONS/PETITIONS**

Mike Ready – There was no new business to report.

**CITIZENS COMMENTS/CONCERNS:**

Gwendolyn Green of 1214 Godfrey Street expressed concern regarding a dilapidated house at the corner lot entrance of Longstreet Circle stating this house has become an eyesore to the community and she requested someone investigate the ownership and enforce the city ordinance on un-kept property.

Mrs. Green also expressed concern regarding there being no playgrounds in the city. Mayor Roseberry responded in that this has been brought to the attention of the council and that the previous plan was opposed by the citizens of the neighborhood. Mayor Roseberry informed Mrs. Green the council will continue to investigate this idea with hopes of finding a suitable location and a plan the neighborhood will be in favor of.

Hoyt Oliver informed Mrs. Green that Allen Memorial Church has a playground which the public is invited to use at their own risk.

LaTrelle Oliver reminded the Arbor Day celebration will be Saturday, February 15, 2014.

**Mayor's Report**

Election of Mayor Pro Tem – for 2014. Mayor Roseberry requested a nomination for a Mayor Pro-Tem for 2014.

**A motion was made by Smith, seconded by Windham to elect Lyn Pace as Mayor Pro-Tem for 2014. The Council vote was unanimous.**

Mayor Roseberry requested a motion for the second reading and adoption of the ordinance to adopt the new version of the City Code with Municipal Code Corporation.

**A motion was made by Eady, seconded by Windham to accept the second reading and adopt an ordinance adopting and enacting a new code for the City of Oxford, Georgia as prepared by Municipal Code Corporation. The council vote was unanimous.** Attachment E

Mayor Roseberry requested council review the invoices and called for a motion of approval.

**A motion was made by Eady seconded by Holt, for the approval of the invoices as listed. The council vote was unanimous.**

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

<b><u>VENDOR</u></b>	<b><u>DESCRIPTION</u></b>	<b><u>AMOUNT</u></b>
Georgia Municipal Association	Workers Comp Ins. Fund for 2014	22,182.00
GMEBS Retirement Trust	Employees Retirement Fund for (Dec)	6,342.83
Humana	Employees Health Insurance (December)	6,189.56
Latham Home Sanitation	Monthly Garbage & Recycle November	5,403.74
Newton County Water & Sew	Plant Operations & Maintenance November	6,689.41
Newton County Commissioner	Water Purchase Cornish Creek (November)	13,825.00
Sophicity	IT in a box, monthly billing for December	1,286.00
State of Georgia DNR – EPD	Annual Chemical Analysis Contract	6,600.00
US Department of Energy	SEPA energy cost for (November)	3,062.63
Utility Services	Quarterly Tank Maintenance (October)	2,361.15
<b><u>PURCHASES/CONTRACT LABOR</u></b>		
NAPA Auto Parts	Fuel Filters, gaskets etc. for maintenance on city vehicles	1,466.76
Sound Associates, Inc.	Mixer and Microphone for Community Room	1,022.17
McNair, McLemore, Middle	CPA Management Advisory Services for Audit Prep	1,202.50
Qader A. Baig	Court Solicitor Legal services July – December	2,400.00
David Strickland	Attorney Legal Services November	1,455.20
David Strickland	Attorney Legal Services December	2,103.20
GMA	Cable & Telecommunications Management Services Assist with Franchise Related Issues	1,084.50
Historical Cemetery Foundation	Second half of annual budget FY 2013-2014	2,500.00
Kesco Inc.	Pump and Assembly for Pump Station	2,625.63
Overhead Door	Automatic Door at City Hall	2,665.00
Printability	Re-lettering of Police Vehicles	1,001.99
Scarborough Tree Service	12/11/2013 1 Tree on George Street Trimming, Removal of 2 trees at 201 E. Wade & Stump Grinding of 2 trees at 201 East Wade	3,000.00
Sensus	4" Water Meter for New College Dorm	2,691.70
The Hall Company	Utility Bills & Envelopes (restock)	1,840.61
Technical Forestry Services	Connie Head – Tree Maintenance & Tree Board	1,050.00
Technical Forestry Services	Connie Head – Emory Asbury/Water line 2011 SPLOST	1,012.50
Treadwell, Tamplin & Co.	Interim billing for audit services year ended June 30, 2013	9,000.00

Woco Pep Oil, Inc.	Fuel from (October)	2,909.17
Woco Pep Oil, Inc.	Gas & Diesel Fuel (November)	4,864.35
Woco Pep Oil, Inc.	Fuel for December	3,911.74
<b>APPROVED CONTRACTS</b>		
Carter & Sloope	Engineering Services July 7, 2013 to Oct. 13, 2013 SPLOST	16,072.88
D & J's Trenching	Install 12" PRV @ Cook Road	40,775.00
Designed Installations	Jim Williams, Shuttle Bus Stop on Asbury Street	5,980.00

**A motion was made by Smith, seconded by Windham to adjourn the meeting at 7:23 p.m. The council vote was unanimous.**

Respectfully submitted,

Lauran Willis  
City Clerk