



**OFFICIAL MINUTES OF THE OXFORD MAYOR AND COUNCIL MEETING
SPECIAL CALLED WORK SESSION
WEDNESDAY, JANUARY 29, 2025 – 2:17 PM
TRAIL PARKING AREA NEAR 402 W. CLARK ST.**

ELECTED OFFICIALS PRESENT:

David Eady - Mayor
Jim Windham – Councilmember
Laura McCanless – Councilmember
Mike Ready – Councilmember
Erik Oliver – Councilmember

STAFF PRESENT:

Bill Andrew – City Manager
Jody Reid – Supervisor of Maintenance and
Utilities

ELECTED OFFICIALS NOT PRESENT:

George Holt – Councilmember
Jeff Wearing – Councilmember

OTHERS PRESENT: John Boudreau and Richard Rohrer, Registered Landscape Architects with AtkinsRealis

Agenda (Attachment A)

The meeting was scheduled to begin at 2:00. It was called to order at 2:17 pm once a quorum was present.

1. Mayor’s Announcements

None

2. Resolution Pledging Matching Funds for 2025 CDBG Application for Water Line Replacement (Attachment B)

Mayor Eady reminded the City Council of the earlier conversations and approvals for this CDBG application for water line replacement. The Council was in general agreement that this was a good value for these capital dollars. There was a consensus to approve the \$22,500 match for the \$750,000 grant at the February 3 meeting.

3. Walk W. Clark Street to Hull Street Trail Options

Mayor Eady led the group to the base of the hill on the Fletcher Street right-of-way and Turkey Creek. There was discussion as to whether an elevated trail could scale the hill, and this will be examined further. Staff and consultants will also explore further property acquisition for the Fletcher Street Trail. AtkinsRéalis also presented an alternative route for the W. Bonnell Street Trail, and this will be refined further.

4. **Quotes for Underground Electric Service Line on E. Watson Street** (Attachment C)
Staff received three bids for this work. After examining the three bids, it was generally agreed that Over and Under Contractors, Inc. not only had the lowest bid of \$12,424.68 but also had a long history of working well with the City.
5. **Other Business**
None.
6. **Work Session Meeting Review**
Mayor Eady recapped the next steps needed from staff and AtkinsRéalisis for Item #3.
7. **Executive Session**
None
8. **Adjourn**
Mayor Eady adjourned the meeting at 3:12 pm.

Respectfully Submitted,



Marcia Brooks
City Clerk/Treasurer

**Oxford Mayor and Council
Special Called Work Session
Wednesday, January 29, 2025 – 2:00 P. M.
Trail Parking Area near
402 W. Clark St – Oxford GA 30054
A G E N D A**

1. **Mayor's Announcements**
2. ***Consideration of a Resolution Pledging the Matching Funds for the 2025 CDBG Application for Water Line Replacement:** In order to make our grant application deadline, this Resolution will need to be voted on at our February 3 Regular Meeting. The minimum required match for a \$750,000 grant application is \$22,500. The City currently has \$250,000 set aside in the FY 2025 Capital Improvement Plan for water line replacement.
3. **Walk W. Clark Street to Hull Street Trail Options:** John Boudreau, RLS with AtkinsRéalis will lead the City Council in a field investigation of the potential trail route(s).
4. **Consider Quotes for Underground Electric Service Line E. Watson Street:** There is a new single-family home nearing completion at 112 E. Watson Street. Staff are recommending the service line to the property be installed underground to avoid outages. We currently have two quotes but hope to have the third quote by the afternoon of 1/29.
5. **Other Business**
6. **Work Session Meeting Review** – Mayor Eady will review all the items discussed during the meeting.
7. **Executive Session** - An Executive Session could potentially be held for Land Acquisition/Disposition, Addressing Pending or Potential Litigation, and/or Personnel.

*Attachments

CITY OF OXFORD

Resolution

WHEREAS, the City of Oxford desires to submit an application for a Community Development Block Grant (CDBG) to finance Water System Improvements on portions of Asbury Street, Bonnell Street, Cindy Court, Coke Street, Dowman Avenue, Emory Street, Godfrey Street, Queen Ann Street, Stone Street, Watson Street, Wesley Street, and Williams Street; and

WHEREAS, the Mayor and Council have requested the assistance of the Northeast Georgia Regional Commission in preparing the CDBG application; and

WHEREAS, certain actions are required by the City in support of the application;

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Council of the City of Oxford by this resolution do hereby approve the submission of a Community Development Block Grant (CDBG) application for \$750,000 with a match of \$22,500 to finance Water System Improvements on Asbury Street, Bonnell Street, Cindy Court, Coke Street, Dowman Avenue, Emory Street, Godfrey Street, Queen Ann Street, Stone Street, Watson Street, Wesley Street, and Williams Street;

BE IT FURTHER RESOLVED, that the Mayor and Council do hereby authorize the Mayor to execute any and all documents necessary to apply for and obtain the CDBG.

BE IT FURTHER RESOLVED, that if awarded, the Mayor and Council designate the Northeast Georgia Regional Commission as the grant administrator, in accordance with local government requirements, the Common Rule Selection Process, and the Community Development Block Grant program guidelines.

Adopted this 3rd day of February, 2025.

BY:

David S. Eady, Mayor

ATTEST:

Marcia Brooks, City Clerk

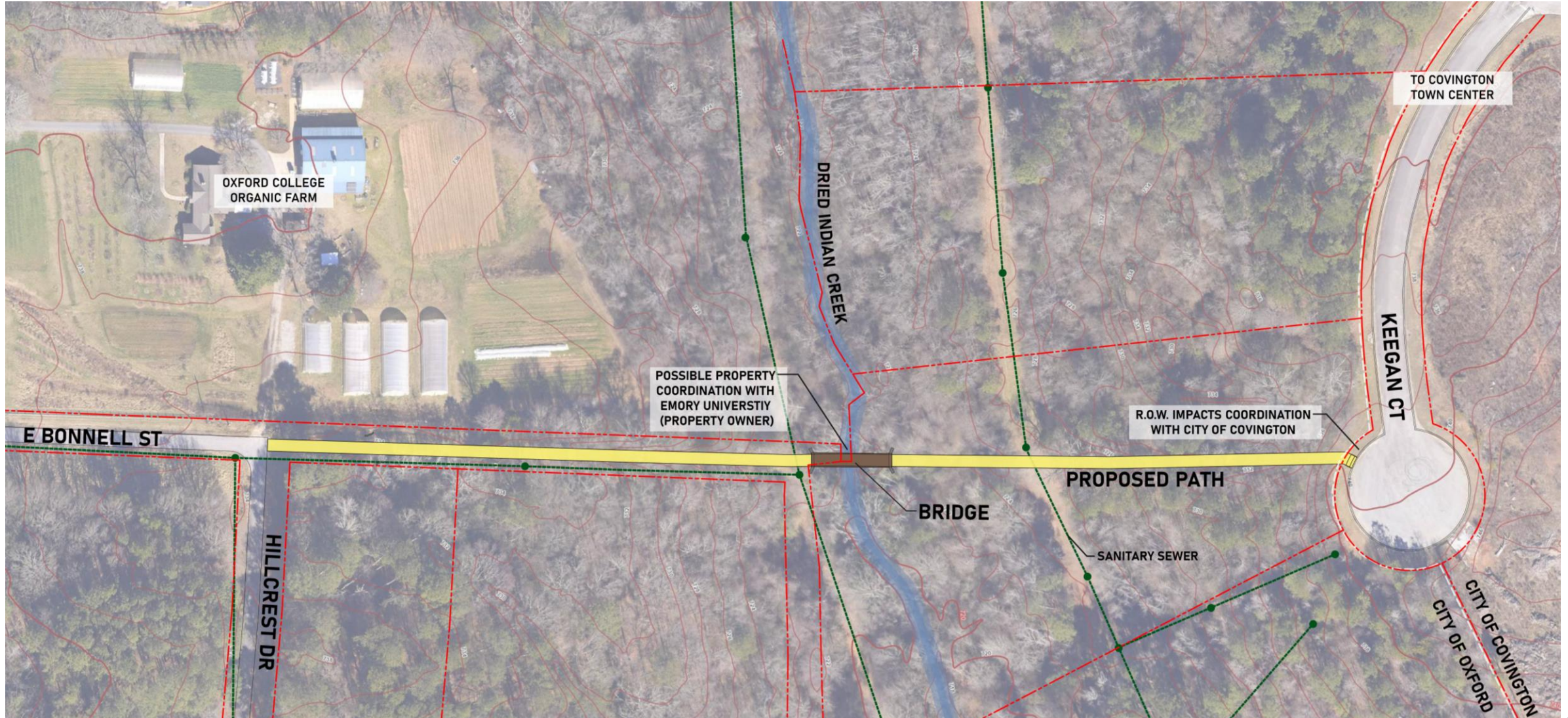
City of Oxford Multi-Use Trails

January 21st, 2025



1. E BONNELL ST TO KEEGEN CT

Trail begins at the end of E Bonnell St and travels east through City-owned R.O.W., crossing Dried Indian Creek, and ending at the Keegan Ct cul-de-sac in the City of Covington. Sharrows to be provided along E Bonnell St to Emory St/Hwy 81.



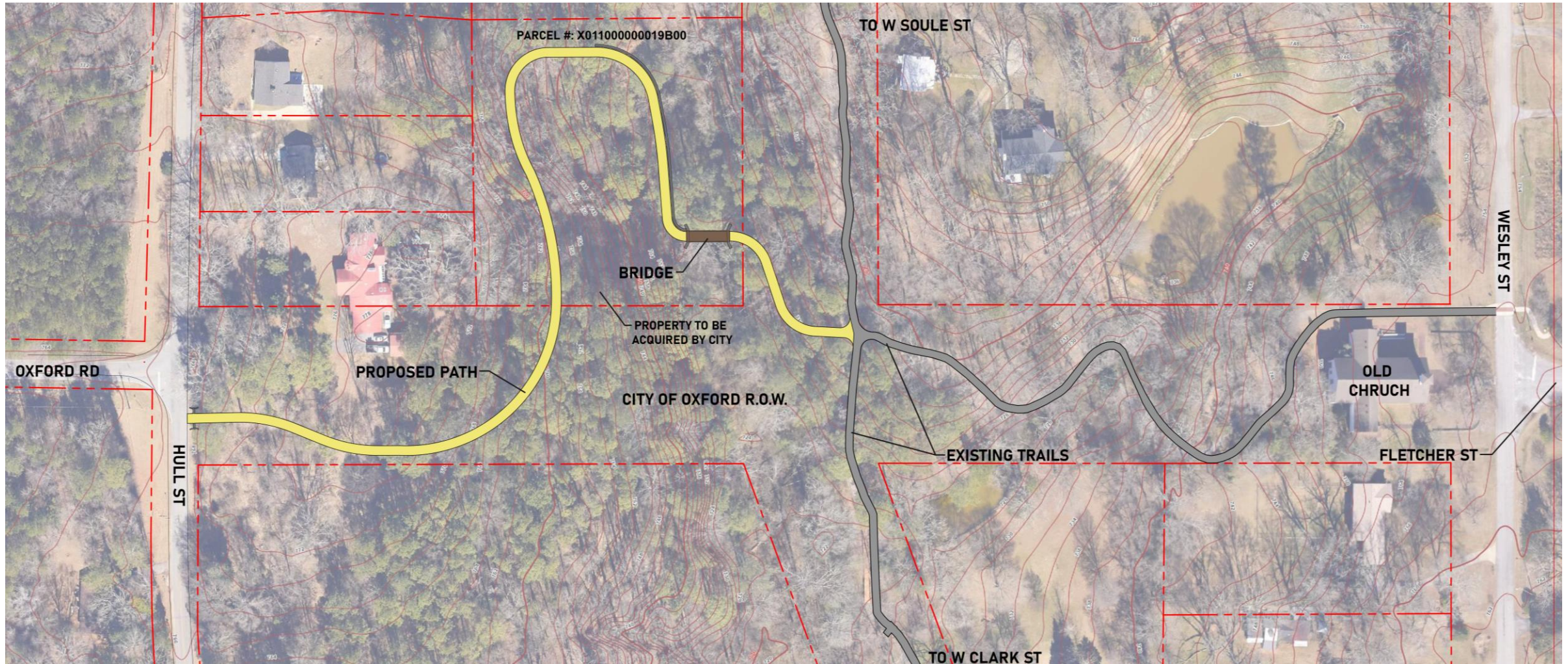
2. W BONNELL ST TO COUSINS MIDDLE SCHOOL



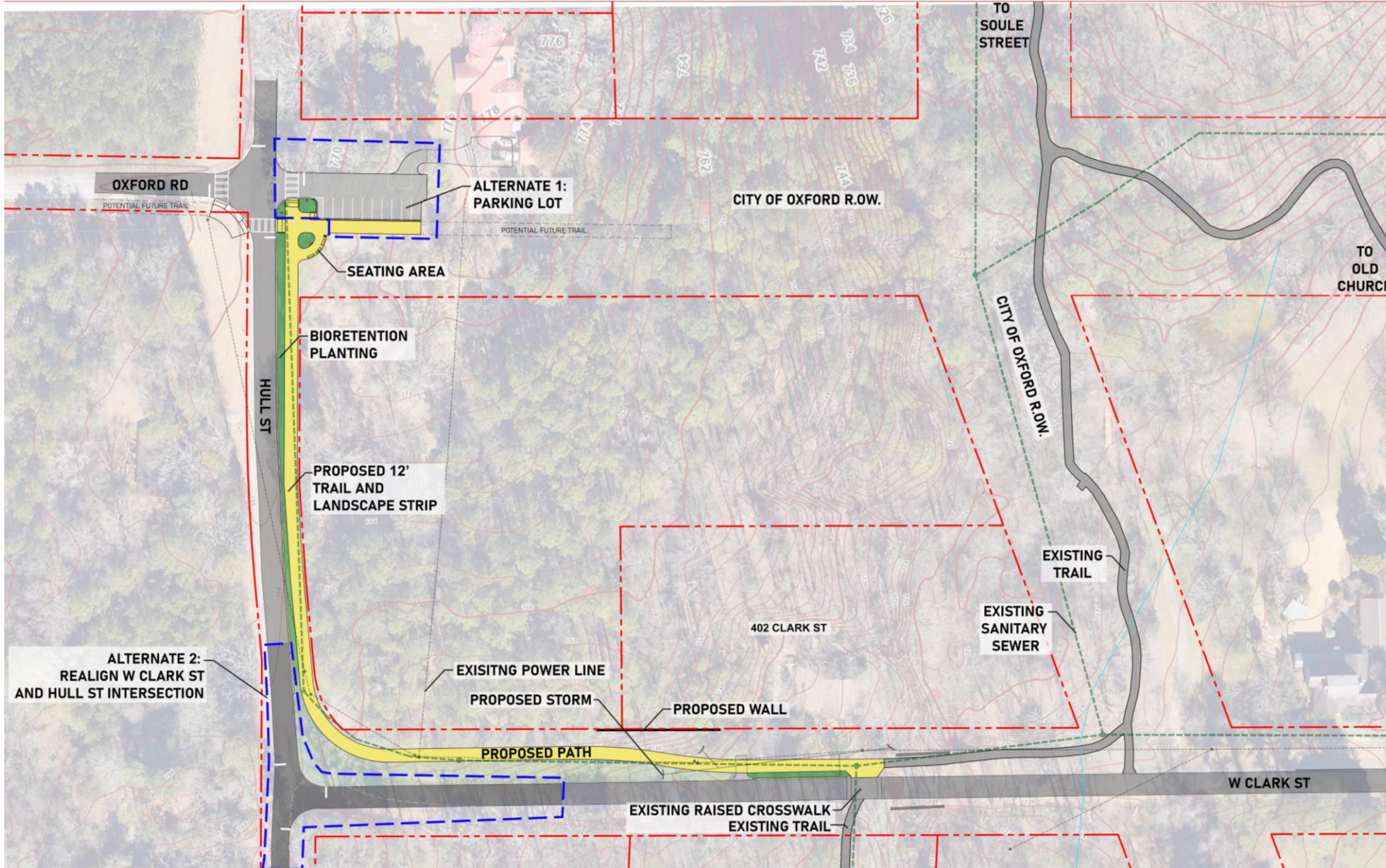
Trail begins at W Bonnell St and travels south along a sanitary sewer between 329 and 327 W Bonnell St. The trail turns west and travels through the Meag power line easement to Carlton Trail NW. The trail crosses Carlton Trail NW and travels west along the bus/staff access road at Cousins Middle School, before ending at the front of the school. Sharrows to be provided along W Bonnell St to Emory St/Hwy 81. Sharrows will also be provided along Queen Anne St and Stone St connecting to the existing trailhead.

3A. OLD CHURCH TO HULL ST (ORIGINAL DESIGN)

Trail begins at the "T" intersection along the existing trail behind the Old Church site. The trail travels west, winding its way through steep terrain, through City-owned R.O.W. and an adjacent parcel to be acquired by the City. The trail ends at Hull St.



3B. HULL ST VIA W CLARK ST (ALTERNATE DESIGN)

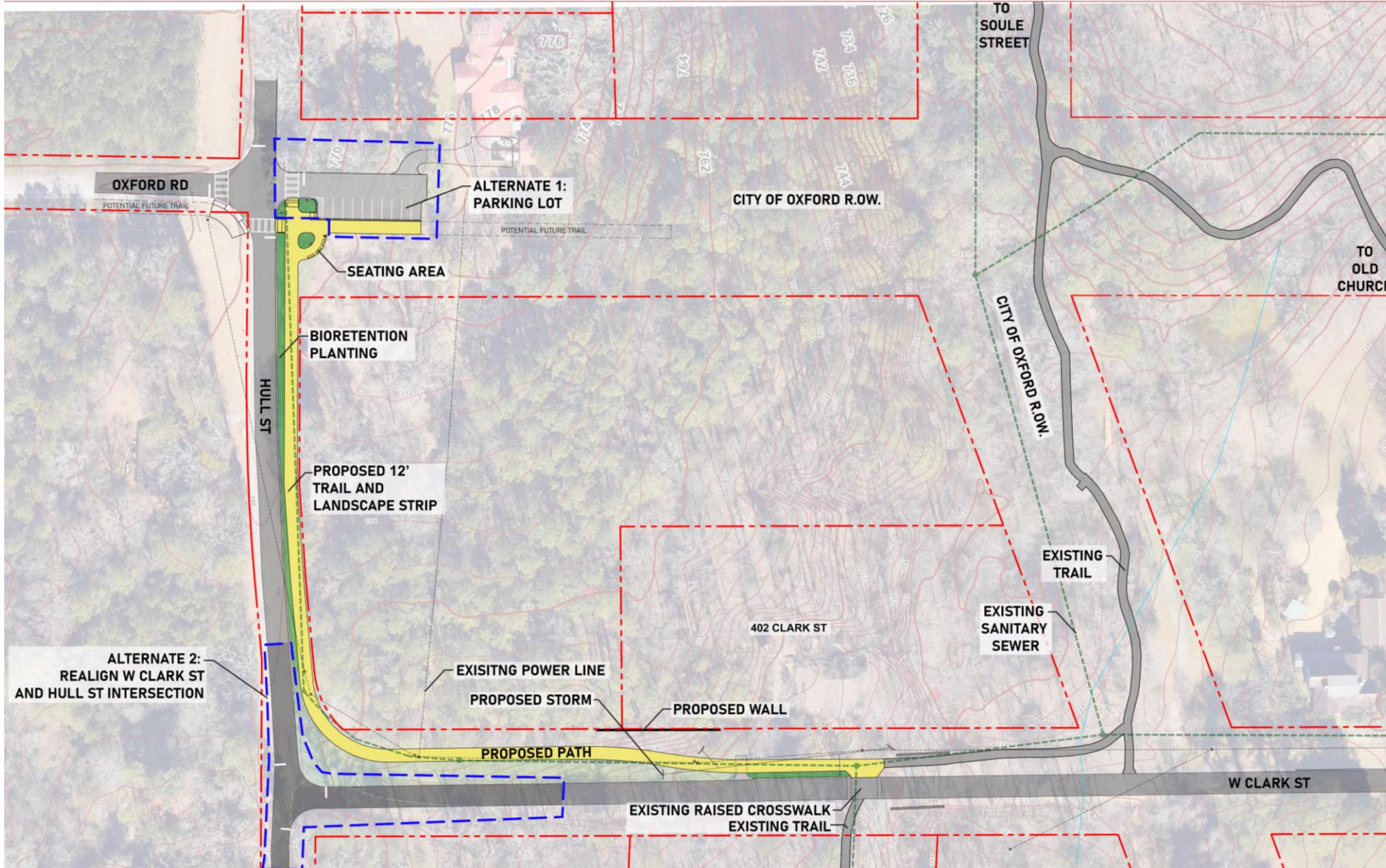


Trail begins at the existing raised crosswalk across W Clark St. The trail will continue west down W Clark St within R.O.W. The trail turns north at Hull St and runs north to the intersection at Oxford Rd, where it concludes with a trailhead.

Alternate Options:

- Parking Lot at Oxford Rd/Hull St Intersection
- Realign W Clark St and Hull Rd into "T" intersection.

3B. HULL ST VIA W CLARK ST (ALTERNATE DESIGN)



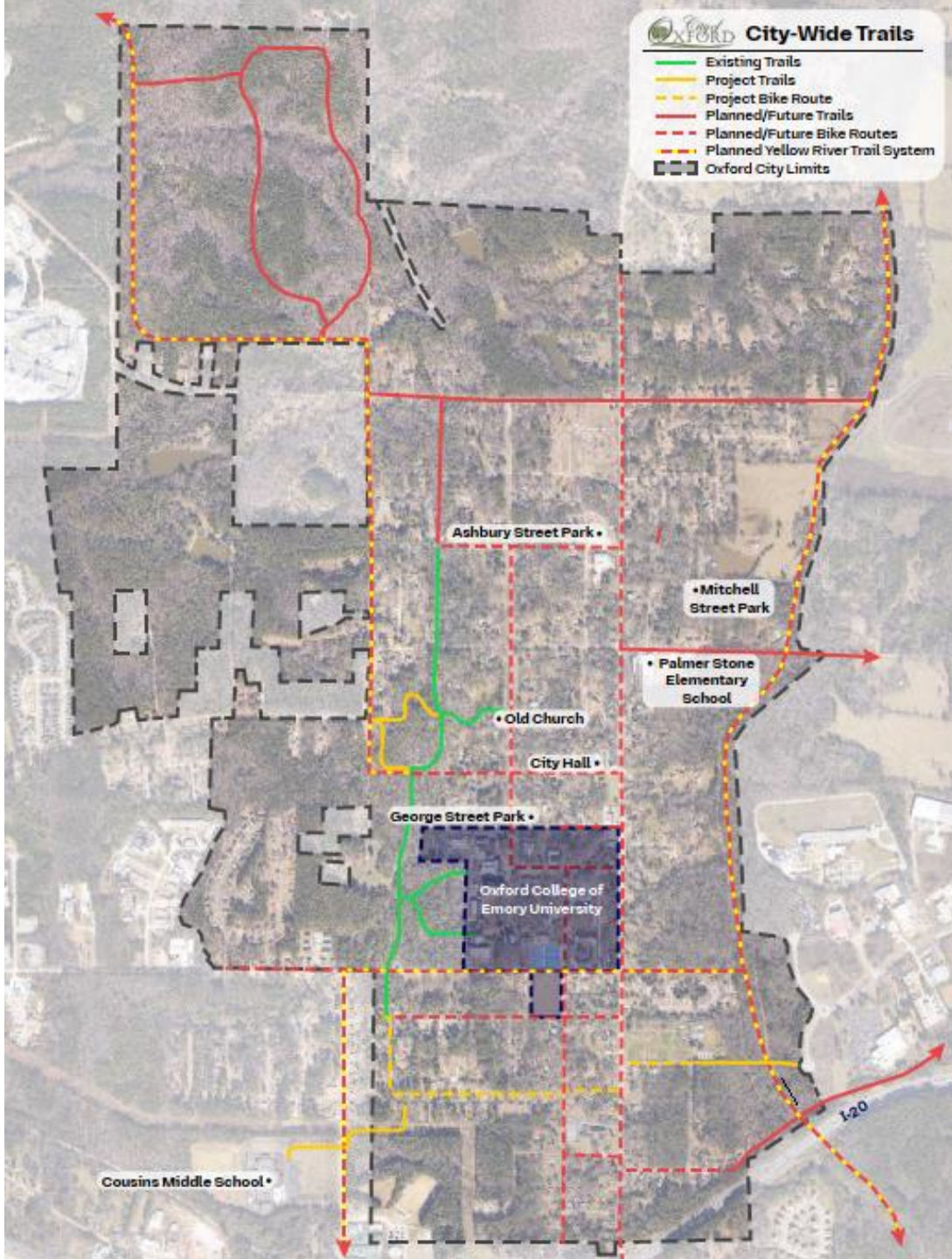
Cost Estimate:

Proposed Multi-Use Trail
\$1,280,613 +/-

Alternates not included in cost estimate. Cost estimate represents trail only.

REGIONAL CONNECTIVITY

City of Oxford Trail System



Over and Under Contractors, Inc.

Post Office Box 53 Suwanee, Georgia 30024

Office: (770)682-9160

Email: overundercontractor@gmail.com

To: City of Oxford

Attn: Jody Reid

Reference: E. Watson Street

Over and Under to change out the last two poles on Watson St. Then we will open trench from the last pole to approximately 245' down the side of road, punch under the road and continue trenching up hill for an additional 65'. Then we will install (2) 2" pvc conduits in the trench and backfill. Then we will set a 25 KVA single phase transformer. Then we will open trench from transformer to next property over and install (2) 2" conduits and backfill the ditch. Then we will install a single phase T.C. Cabinet. Then we will pull 1/0 primary for the pole to the transformer. Then from the transformer to the TC Cabinet. We will also pull 1/0 UG triplex from the transformer to the TC Cabinet. Then we will terminate all UG primaries, test voltages at transformer and clean up mess.

Over and Under to supply labor, equipment and supervision necessary to complete project.

City of Oxford to supply all materials necessary to complete the project.

We will do this work for the lump sum of \$12,424.68. Should we encounter rock we will remove at cost plus 15%.

Sincerely,



Jerry Blackwell Jr.

January 9, 2025



**City of Oxford
Project**

E. Watson Street U. G. Reconductor Project

Jody,

**Thank you for allowing U-tec the opportunity to bid on the City of Oxford
E. Watson Street U. G. Reconductor Project.**

Here is our total price for **\$14,925.28. Again, thank you for this opportunity.**

**IF ROCK OR ANY OTHER UNFORSEEN OBJECTS WHILE EXCAVATING/Directional
Drilling UTEC WILL NOT BE RESPONSIBLE FOR THE REMOVAL. U-tec will not be
responsible for any non-locatable UTILITIES. Sewer, water, storm drainage.**

David Mathis



ELECTRIC CITIES OF GEORGIA

HiperWeb (ESTP01)
1/3/25 2:08

Estimate Material List

Estimate #: 904

Part Code	Part Description	Qty	U.O.M.
110-50020	JUNCTION, LOADBREAK, 3-POINT, 15 kV, 200 AMP	1.00	EACH
160-30070	CLAMP, DEADEND, 6-2/0 AWG ACSR, 6-3/0 AWG AAC	1.00	EACH
350-30020	CONNECTOR, SECONDARY BAR, 6-HOLE, 350 MCM PTF6-350CJNU	3.00	EACH
ARRESTER-RP	ARRESTER, SURGE, RISER POLE, 9 OR 10 kV, POLYMER	1.00	EACH
ARRESTERLB-15	ARRESTER, ELBOW, 9 OR 10 kV	1.00	EACH
BRKT-CA	T-BRACKET, STEEL, CUTOUT & ARRESTER, SINGLE-PHASE	1.00	EACH
BUSHING-200LB	BUSHING, INSERT, LOADBREAK 15 kV, 200 AMP	2.00	EACH
CAP-200	CAP, PROTECTIVE, LOADBREAK, INSULATING WITH GROUND, 15 kV, 200 AMP	1.00	EACH
CBNT-TERM1PH2	CABINET, TERMINATING, 1-PHASE, FIBERGLASS, 52-1/2"W x 41-1/2"D x 48"H (NORDIC - ND-2322248)	1.00	EACH
CLEVISSEC	CLEVIS, SECONDARY OR NEUTRAL	2.00	EACH
CLMP-HL	CLAMP, HOT LINE	1.00	EACH
CUTOUT100AMP-SC	CUTOUT, 100 AMP, 15 kV (110 kV BIL), STANDARD CUTOUT, POLYMER	1.00	EACH
ELBOW-1/0	ELBOW, LOADBREAK, 200 AMP, w/o Tst Pt, 15 kV, 175/220mil - 1/0 AWG AL	3.00	EACH
GRIPDE-2	GRIP, DISTRIBUTION, DEADEND, 2 AWG ACSR	1.00	EACH
GRIPKLM-1/0	GRIP, UG PRIMARY CABLE, (KELLUM) SIZE - 1/0 AWG	1.00	EACH
INS-PIN	INSULATOR, PIN, 15 kV, PORCELAIN	1.00	EACH
INS-SPL	INSULATOR, SPOOL, PORCELAIN, 3"	2.00	EACH
INS-SUSP	INSULATOR, SUSPENSION, 15 kV, POLYMER	1.00	EACH
PAD1	PAD, CONCRETE, FOR 1-PHASE TRANSFORMER, 42"x42"	1.00	EACH
PIN-PT	PIN, POLE TOP	1.00	EACH
TERM-1/0	TERMINATION KIT, UG PRIMARY JACKETED CABLE, 1/0 AWG AL, 15 kV	1.00	EACH
U-GUARD2	U-GUARD POLYETHYLENE, 2" - 10' JOINT	5.00	EACH
UGT25-120	TRANSFORMER, PADMOUNT, 1-PHASE, 25 kVA, 7200/12470Y - 120/240	1.00	EACH
WDPOLE40-2	WOOD POLE, CCA, 40'-2	2.00	EACH



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