

**OFFICIAL MINUTES OF THE OXFORD MAYOR AND COUNCIL MEETING
REGULAR SESSION
MONDAY, JANUARY 9, 2012 – 7:00 P.M.
COMMUNITY CENTER, OXFORD, NEWTON, GEORGIA**

MEMBERS PRESENT: JERRY D. ROSEBERRY, MAYOR; COUNCIL MEMBERS JIM WINDHAM; TERRY SMITH; HOYT P. OLIVER; DAVID EADY; GEORGE HOLT

OTHERS PRESENT: C. David Strickland, City Attorney; Steven A. Hathorn, Municipal Court Judge; Clark Miller, City Manager; Dave Harvey, Police Chief; Jody Reid, Utility Superintendent; Tereta Harris, Municipal Court Clerk; Joy Bratcher, Covington News; Patsy Burke; Claude and Eva Sitton; Erik Oliver, Latrelle Oliver; Neil Penn; Carol Penn; Vivian Harris; Ami Hernandez

The meeting was called to order by the Honorable Jerry D. Roseberry, Mayor, and the invocation given by Council member Hoyt P. Oliver.

Pledge of Allegiance

OATH OF OFFICE

Attorney David Strickland administered the oath of office to Judge Steven A. Hathorn. Judge Steven A. Hathorn administered the oath of office to newly elected Council member Lyn Pace, and re-elected members Mayor Jerry D. Roseberry and Council member George Holt. Hathorn also administered the oath of office to City Attorney – David Strickland, City Clerk/Treasurer-Lauran Willis and Police Chief- W. David Harvey as well as Council Members Jim Windham and George Holt.

CITIZENS

Erik Oliver presented a painting to retiring Council member, Hoyt Oliver honoring him for his years of service and dedication during his tenure as a member of the City Council for Oxford and years of volunteer service.

Mayor Roseberry read and presented Council member, Oliver with a testimony of appreciation for his sacrifices and devotion to the city and community. Attachment A

OLD BUSINESS

A motion was made by Smith, seconded by Holt, for the approval of the Minutes of the December 5, 2011 Public Hearing/Community Park. The Council vote was unanimous.

A motion was made by Holt, seconded by Windham, for the approval of the Minutes of the December 5, 2011 Mayor and Council Meeting. The Council vote was unanimous.

A motion was made by Windham, seconded by Holt, for the approval of the Minutes of the December 19, 2011 Public Hearing/Zoning Chapter 41. The Council vote was unanimous.

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NEW BUSINESS

A motion was made by Smith, seconded by Windham, to approve the Agenda of January 9, 2011. The council vote was unanimous.

MAYOR'S 2012 COMMITTEE APPOINTMENTS - Attachment B

Solid Waste/Streets/Sidewalks

**Chair – Frank Davis
Member – Lyn Pace
Member – Mayor**

Finance/Oversight/Personnel

**Chair – George Holt
Member – Terry Smith
Member – Mayor**

Cemetery/Public Safety

**Chair – Lyn Pace
Member – Frank Davis
Member – Mayor**

Planning/Zoning/Storm-Water

**Chair – David Eady
Member – Jim Windham
Member – Mayor**

Utilities

**Chair – Terry Smith
Member – George Holt
Member – Mayor**

Buildings & Grounds/Parks/Trees

**Chair – Jim Windham
Member – David Eady
Member – Mayor**

APPOINTMENTS

City Attorney

A motion was made by Windham, seconded by Holt, for the re-appointment of C. David Strickland to serve as City Attorney for the year 2012. The council vote was unanimous.

Municipal Court Judge

A motion was made by Holt, seconded by Windham, for the re-appointment of Steven A. Hathorn to serve as Municipal Court Judge for the year 2012. The council vote was unanimous.

Municipal Court Solicitor

A motion was made by Windham, seconded by Holt, for the re-appointment of Qader Baig to serve as Municipal Court Solicitor for the year 2012. The council vote was unanimous.

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Appointments continued:

City Clerk/Treasurer

A motion was made by Holt, seconded by Windham, for the re-appointment of Lauran S. Willis to serve as the City Clerk/Treasurer for the year 2012. The Council vote was unanimous.

Police Chief

A motion was made by Pace, seconded by Smith, for the re-appointment of W. David Harvey to serve as Police Chief for the year 2012. The Council vote was unanimous.

PLANNING COMMISSION RECOMMENDATIONS/PETITIONS

A motion was made by Windham, seconded by Holt, for the re-appointment of Vivian Harris and Patsy Burke to serve on the planning commission for the year 2012. The Council vote was unanimous.

MAYOR'S REPORT

The January Work Session was set for Monday, January 23rd at 7:00 p.m. with a Public Hearing set at 6:30 for the first reading of the revisions to Chapter 40 zoning.

Mayor Roseberry announced with the New Year it is now time to elect a new Mayor Pro-Tem.

MAYOR PRO-TEM

A motion was made by Windham, seconded by Smith to nominate Councilman David Eady as Mayor Pro-Tem for 2012. The Council vote was four (4) yes, with Davis absent. The Council vote was unanimous.

CITY MANAGER

City Manager, Clark Miller informed the Council that Air Condition Specialist has been chosen to replace the Units at Old Church. We are in the process of setting the forms for the concrete. The Insurance Company has accepted the forms as a part of the replacement cost.

Clark is working with All Star Alarms in getting cameras placed on the units outside city hall and an alarm on the units at Old Church.

FINANCE

Council Member Holt discussed the authorization of the Finance Committee to Transfer Funds. Windham asked if the authorization applied only to the General Fund Checking Account and Holt said yes.

Finance continued:

A motion was made by Windham, Seconded by Holt, for the approval of the Finance Committee to transfer funds from the General Fund Checking Account to other accounts as appropriate, and to authorize the City Clerk/Treasurer to move such funds with written approval from the Finance Committee members. The council vote was unanimous.

PLANNING/ZONING

Eady delivered the second reading of an ordinance to repeal and adopt a revised ordinance respecting: Chapter 41, "Subdivision and Land Development Regulations."

A motion was made by Eady, seconded by Smith, for the approval of AN ORDINANCE TO AMEND THE CODE OF THE CITY OF OXFORD, SUBDIVISION AND LAND DEVELOPMENT REGULATIONS, TO REPEAL, REVOKE AND SUPERSEDE ALL ORDINANCES IN CONFLICT, TO PROVIDE FOR SEVERABILITY, TO PROVIDE FOR AN EFFECTIVE DATE, AND FOR OTHER LAWFUL PURPOSES. The council vote was unanimous.

Attachment C

A motion was made by Eady, seconded by Windham to amend the agenda to include the approval of a Home Occupational Business License for Internet Debt Collections, 501B Emory Street. The council vote was unanimous.

According to Eady this application has been reviewed by the planning commission and found to meet all of the acceptable criteria.

A motion was made by Eady, seconded by Windham for the approval of the Home Occupational Business License for "Internet Debt Collections, 501B Emory Street." The council vote was unanimous.

Routine Monthly Bills Paid

<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
Newton County W&S	PLO PLANT O&M – Nov	7,872.45
Newton County BOC	Cornish Creek Water Purchase- Nov	10,968.00
GMEBS/RTF	Retirement, Trust Fund – December	7,049.59
Newton County BOC	Land Fill Fees – November	1,507.80
United Healthcare	December	6,814.68
Wagner Services	November	1,473.00
BB & T	City Hall Loan Payment (Dec)	6,146.25
BB & T	Loan Payment Mtnc. Facility (Nov)	7,405.94
U.S. Dept. of Energy (SEPA)	Power Purchase for November	2,970.97

PURCHASES/CONTRACT LABOR

HD Supply Utilities	Electric Supplies & Materials (Various)	1,711.10
WOCO Pep Oil Co.	Gas & Diesel Fuel (All Depts.)	4,858.22
Associated Staffing	Temp Service 11/14 – 11/18	2,869.16
Associated Staffing	Temp Service 11/21– 11/25	1,136.84
Associated Staffing	Temp Service 11/27- 12/01	1,639.09
Alexander Royston, LLP	Legal Services for October	1,130.50
Alexander Royston, LLP	Legal Services for December	2,200.25
Covington News	Advertising for November	1,556.30
City of Covington	Purchase of fifty (50) Poles & 500' Wire	2,917.00
Florida Transformers	Purchase of three (3) transformers	1,782.00
MEAG	SCADA Emulation E-Prism (Internet)	1,680.00
Southeastern Wood Pole Insp.	Inspection of Utility Poles and Treatment	3,518.91
Townsend	Power-line Tree-trimming for week 11/2 Labor & Equipment	2,704.20
Treadwell, Tamplin & Co.	Professional Services End of June 2011 Audit	7,000.00
Gresco Utility Supply	Misc. Supplies for Elect Projects from a back- order	2,207.30

APPROVED CONTRACTS

Roberts Tree Service	Tree Remove & Cleanup Fletcher/George/Stone and Wesley	4,225.00
Outback Roofing	Roof on Fire Department	11,129.11
W & W Metal Roofing	Materials for Roof Fire Department	10,253.16
Over & Under	Labor for Elect Projects 334 - Completed, 335- 25% Complete, 336 Completed	43,619.50

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A Motion was made by Holt, seconded by Smith for the approval of the above Invoices. The council vote was unanimous.

A Motion was made by Windham, seconded by Holt to adjourn the meeting at 8:15. The council vote was unanimous.

Respectfully Submitted

Lauran S. Willis
City Clerk

Attachments: