

**OFFICIAL MINUTES OF THE OXFORD MAYOR AND COUNCIL MEETING
REGULAR SESSION
MONDAY, April 1, 2013 – 7:00 P.M.
CITY HALL**

MEMBERS PRESENT: JERRY D. ROSEBERRY, MAYOR; TERRY SMITH, MAYOR PRO-TEM, COUNCIL MEMBERS JIM WINDHAM; GEORGE HOLT; FRANK DAVIS; LYN PACE; DAVID EADY

OTHERS PRESENT: David Strickland, Attorney; Bob Schwartz, City Manager; Lauran Willis, City Clerk; Dave Harvey, Police Chief; Jody Reid, Utility Superintendent; Mike Ready, Hoyt Oliver, Anderson Wright, Frank Peay, Vianne Peay, Flannery Peay, Margaret Dugan

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

Pledge of Allegiance

A motion was made by Windham, seconded by Smith to accept the Agenda of the April 1, 2013 Mayor and Council Meeting. The Council vote was unanimous. Attachment A

Mayor Roseberry presented a Proclamation to Frank Peay as Honorary Councilmember for April.

A motion was made by Pace, seconded by Eady for the approval of the Minutes of the regular meeting of the Mayor and Council from March 4, 2013. The Council vote was unanimous. Attachment B

Mayor Roseberry made acknowledgement of receipt of the Minutes of the February 12, 2013 Planning Commission Meeting citing they are not in compliance with Open Records requirements. Mayor Roseberry instructed Bob Schwartz, City Manager, to provide both Planning Commission and Tree Board with a copy of the Open Records requirements pointing out the discrepancies. Attachment C

PLANNING COMMISSION RECOMMENDATIONS/PETITIONS

Planning Commission member, Patsy Burke announced as stated in the Draft minutes of their February work session they have met with Peter Drey the design architect regarding the design study on Whatcoat Street. They met with Margaret Dugan who presented an updated future development plan and map for Oxford College. It will be the recommendation of the planning commission to accept this plan. In addition they made a motion to amend the Non-Conforming Sign ordinance pertaining to signs within right-of-ways of which Councilmember David Eady will present at tonight's meeting.

CITIZENS COMMENTS/CONCERNS:

No concerns or comments.

MAYOR'S REPORT

Mayor Roseberry announced the second reading of the ordinance regarding Council Committees will be moved to the April Work Session for further discussion.

A motion was made by Eady, seconded by Windham to adopt the Resolution for the approved Short Term Work Program for 2013-2018 as required by the state Department of Community Affairs. The council vote was unanimous. Attachment D

Mayor Roseberry announced plans to discuss Oxford's 175th Birthday celebration at the April Work Session.

City Attorney/David Strickland

No report

Bob Schwartz/City Manager

City Manager Bob Schwartz presented to council a map of the city's water and sewer system.

George Holt

Finance/Oversight/Personnel

A motion was made by Holt, seconded by Smith to authorize early payment in full of three existing loans: the Water & Sewer loan from the Newton County Water and Sewer Authority with a payoff of \$179,305.00; the Electric Department loan from BB&T with a payoff of \$241,431.20; and the General Fund loan from BB&T with a payoff of \$431,801.24. The total interest savings for fully paying all three loans in April is \$110,675.29. The council vote was unanimous. Attachment E

David Eady

Planning/Zoning/Stormwater

A motion was made by Eady, seconded by Holt for the approval of the second reading and adoption of an ordinance to amend the code of the City of Oxford, Article XV sign regulations by amending section 40-1511 "Non-conforming Signs" of the City of Oxford zoning ordinance. The council vote was unanimous. Attachment F

A motion was made by Eady, seconded by Windham to accept the changes of the Oxford College Future Development Plan as amended by Oxford College. Section 40-410-6 (4) of the zoning ordinance state: "Proposed amendments shall be reviewed by the Planning Commission and forwarded to the City Council for acceptance..." The council vote was unanimous. A copy of the new map as well as building changes and a summary of other changes was presented to council. Attachment G

Lyn Pace/Cemetery

Public Safety

Frank Davis

Streets/Sidewalks/Solid Waste

Terry A. Smith

Utilities/Public Works

JAMES H. WINDHAM

BUILDINGS & GROUNDS/PARKS/TREES

A motion was made by Windham, seconded by Smith for approval of the second reading and adoption of an ordinance by the City of Oxford to amend Chapter 31 General Offenses Article IV, Penalties, Section 31-401; Penalties of Violation. The council vote was unanimous. Any person found in violation of any section of Article II **or Article V** shall be subject to punishment as provided for the City of Oxford Municipal Charter, Article IV, Paragraph 4, Section, 4 C, as may be further amended in the future. Attachment H

A motion was made by Windham, seconded by Eady for approval of the second reading and adoption of an ordinance by the City of Oxford to amend Chapter 31 General Offenses, Article V, Use of Parks, Recreational Facilities and Multi-Use Trails by adding Section 31-522 Smoking Prohibited. The council vote was unanimous. Attachment I

INVOICES OVER \$1000.00

Routine Monthly Bills Paid

<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
BB&T	Loan Pmt. /Community Center/City Hall (Feb)	6,146.25
BB&T	Loan Pmt. /Mtn. Facility, (Feb)	7,405.94
GMEBS Retirement Trust	Employees Retirement Fund for (Feb)	6,167.50
GSCCCA	Municipal Court Consolidated State Funds	1,012.40
Humana	Employees Health Insurance (Mar)	7,647.37
Latham Home Sanitation	Waste & Recycle removal (Jan)	5,228.74
NC BOC/Cornish Creek	Water Purchase for (Jan)	12,540.00
N.C. Water & Sewer	Plant Operations& Maintenance (Jan)	6,758.33
Sophicity	Monthly Technical Services for (Feb)	1,280.00
Southeastern Power Admin	SEPA Energy Cost (Jan)	3,356.71
<u>PURCHASES/CONTRACT LABOR</u>		
Oxford Cemetery Foundation	% of sale for 4 grave lot	2,000.00
Strickland & Strickland	Legal/Professional	1,815.75
<u>APPROVED CONTRACTS</u>		
Monroe Tree Works	Two Trees on Trail & Wesley St. 7 hrs. 2/21/2013	2,450.00
Monroe Tree Works	Four Trees on Trail & Clean Up - 7 hrs. 2/20/2013	2,450.00
Monroe Tree Works	Clean up on Trail 7 hours 7 hrs. 2/21/2013	2,450.00
Newton County BOC	Fire Tax for 2011 & 2012	45,166.46
Newton County Tomorrow	Workgroup Program Management	2,100.00
Kinnett Enterprises, LLC	Draw 2 of Phase 3 Renovation City Hall/Fire Dept.	15,000.00
Townsend Tree Service	Electric Line Tree Clearing, Feb 8, 2013	3,825.50
Townsend Tree Service	Electric Line Tree Clearing, Feb 14, 2013	4,032.40
Townsend Tree Service	Electric Line Tree Clearing, Feb 21, 2013	3,825.50

A Motion was made by Davis, seconded by Smith for the approval of the April 1, invoices. The council vote was unanimous.

A Motion was made by Windham seconded by Smith to adjourn the meeting at 7:20 pm. The council vote was unanimous.

Respectfully submitted,

Lauran Willis
City Clerk