



**OFFICIAL MINUTES OF THE OXFORD MAYOR AND COUNCIL MEETING
REGULAR SESSION
MONDAY, OCTOBER 2, 2017 – 2:30PM
CITY HALL**

MEMBERS PRESENT: Jerry D. Roseberry, Mayor; and Councilmembers: George Holt; Jim Windham; David Eady; Mike Ready and Sarah Davis, Councilmember Melvin Baker was not in attendance.

OTHERS PRESENT: Matt Pepper, Assistant City Manager; David Strickland, City Attorney; Dave Harvey, Chief; Lauran Willis, City Clerk; Jody Reid, Utility Superintendent; Hoyt & LaTrelle Oliver, Kendra Mayfield, Teresa & Darryl Welch, Terri Fullerton, Josh Roberts, Robert Bayless, Louise Eady, Donna Sneed, Jeff Wearing, Peggy Madden, Judy Greer, Anita Carson, Cheryl Ready, James Roach Jr., Lee Autry.

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

Invocation: Hoyt Oliver / Pledge of Allegiance:

Motion made by Windham, seconded by Ready to accept the Agenda for October 2, 2017 Mayor and Council Regular Meeting. Motion passed 6/0. *

Honorary Councilmember *

Mayor Roseberry introduced Adrienne Waddey, Associate Director of Development for Oxford College, as the honorary councilmember for October appointed by councilmember David Eady. Roseberry presented her with a proclamation for her participation.

Consent Agenda *

- a. Motion to approve the Minutes of the Regular Meeting of September 18, 2017.
- b. Motion to approve the Minutes of the Work Session September 18, 2017.
- c. Motion to accept the Minutes of the Public Hearing September 18, 2017.
- d. Motion to accept the Minutes of the DDA August 23, 2017.
- e. Motion to accept the Minutes of the Historic Preservation Committee meeting August 17, 2017.

Majority vote passed 6/0.

PLANNING COMMISSION RECOMMENDATIONS/PETITIONS *

Jeff Wearing, Vice Chairman of the Planning Commission presented a letter of request drafted by Chairman Jonathan Eady, from the Oxford Planning Commission regarding a proposal from Kendra Mayfield with Oxford College for a parking lot on the East side of Whatcoat Street. His presentation was a request to council asking them to reconsider their decisions on the proposal as presented at the September meeting.

Roseberry said that his vote was based on a study asking for citizens input on what they would like to see, and none mentioned that they wanted to see parking lots. He concluded by saying that this could be put on the work session agenda at any time if council so desires.

CITIZENS COMMENTS/CONCERNS

Council heard comments from Teresa Welch, Louise Eady, Terri Fullerton, Josh Roberts and Richard Henderson all in reference to the Whatcoat Parking Lot as presented by Jeff Wearing.

Cheryl Ready, Chair of Trees, Parks and Recreation said the city lost a lot of trees in the Tropical Storm Irma. Ready asked that if the city should receive any funding from FEMA that council consider assigning some of the funds to the tree board for replacing of trees.

MAYOR'S REPORT

Roseberry said the City has received from Newton County the first draw on the 2017 SPLOST in the amount of \$22,973.15.

N. Emory Sewer Project First Reading for Sec. 36-93 Ordinance Change *

We had the first reading of the Ordinance change for (Sec. 36-93 "Use of public sewer required") based on the draft presented by Attorney Strickland 10/02/2017. This will be on the November agenda for a Second reading and vote. (Attached)

Asbury Street Parking Lot *

As part of Oxford College's proposed Pierce Street and Whatcoat Street design, City Council will discuss and decide to approve or disapprove the proposed parking lot along Asbury Street behind Allen Memorial. Councilmember Eady said it was noted in the meeting minutes from September 18, 2017 Work Session that we did discussed a proposal to go ahead and request a change to the engineering design to make Asbury Street a straight shot from Pierce Street out to George Street, which will create more green space between Allen Memorial structures and any parking areas created. Eady suggested this be a part of the approval for this proposed parking area. Mayor Roseberry said it has been reviewed and this proposed parking will not interfere with the George Street Park entrance. Eady made a motion to approve the preliminary design of the parking with the adjustment of the Asbury Street moving further to the west and straighten out the southern end of that street subject to discussion with the College. Windham moved that this item be tabled. Motion passed 6/0.

Resurfacing Green Street

Assistant City Manager Matt Pepper said the FY2017 Capital Budget included the use of LMIG Grant funding for the purpose of resurfacing Green Street. The estimated project cost is \$16,500. DOT has granted \$23,873.46 for the completion of this project. The city will supply the asphalt, and Newton County will provide the labor and equipment to complete the work. We recommend that Council approve the Intergovernmental Agreement with Newton County for this project.

A motion was made by Eady, seconded by Windham to approve the IGA with Newton County in the amount of \$16,500. Motion passed 6/0

INVOICES OVER \$1,000.00

VENDOR	DESCRIPTION	AMOUNT
	MONTHLY	
City Oxford Utilities	City Hall/Maintenance Facility/Old Church/Pump Station on Richardson Utilities for (Aug)	1,832.01
Georgia Municipal Association	Employee Retirement Contributions (Oct)	6,279.16
Blue Cross Blue Shield	Health Insurance (Nov)	
Latham Home Sanitation Co. Inc.	Monthly curbside service for September	5,636.10
Newton County Water & Sewer	Water Purchase Cornish Creek Water Fund for August	17,541.00
Southeastern Power Admin.	SEPA energy cost (Aug) Inv. B-17-2938	3,661.51
Utility Service Co., Inc.	Quarterly water tank maintenance	2,715.32
	PURCHASES/CONTRACT LABOR	
Axon Enterprise, Inc.	Police Department 2 body cameras	1,214.77
Gresco Utility Supply, Inc.	Materials for Clark Street Underground project	18,770.16
HCS Services, LLC	West Richardson St. Pump Station add ¾" water service 120' and one thump set meter.	1,550.00
Irby Electrical Distributor	Supplies for electric system improvement on Wesley St.	3,582.40
J&M Equipment Repair	Repair of Line Truck	2,169.00
Mason Tractor Co.	Chipper repair work complete	1,354.76
MasterCard Services	Mandatory Recertification for Court Clerks /Hotel and conference. Dawn & Brittini, Phones for Maintenance Facility. Trailer repair for Police trailer, Honorary Councilmember lunch, GDOT training for Matt & Jody and other misc.	1,316.52
Phoenix Staffing	Temp services from week ending 9/17/2017 (3 temps) Invoice #4019	1,825.43
	APPROVED CONTRACTS	
Marable-Pirkle, Inc.	90% Completed on Electrical Syst. Upgrade and Pole Replacement.	58,848.00
Marable-Pirkle, Inc.	Labor and equipment for installing grounds on all poles.	7,082.14
Marable-Pirkle, Inc.	Labor and equipment to assist restoring power after Tropical Storm Erma.	13,953.68

Invoice Approval**Motion made by Holt, seconded by Davis to approve invoices. Motion passed 6/0.****Motion by Holt, seconded by Davis to adjourn the Regular Session for a break before entering the Executive Session at 7:39 pm. Motion passed 6/0.****Executive Session****Motion by Windham, seconded by Ready to go into Executive at 7:50 pm. Motion passed 6/0.**

Roseberry gave a brief update on some personnel matters.
Attorney Strickland updated council on Real Estate matters.

Motion by Windham, seconded by Ready to leave Executive Session at 7:52 pm. Motion passed 6/0.
Motion by Windham, seconded by Eady to return to the Regular session at 7:52 pm. Motion passed 6/0.

There being no further business.

Motion by Windham, seconded by Davis to adjourn at 7:53 pm. Motion passed 6/0.

Respectfully Submitted;



Lauran Willis, CMC/FOA
City Clerk

Attachments: *

1. Agenda
2. Honorary Council member proclamation
3. Consent Agenda items
4. Planning Commission Recommendation notes
5. N. Emory St. Ordinance change
6. Asbury Street Parking lot/map
7. IGA Green Street/FY2017 LMIG

**OXFORD MAYOR AND COUNCIL
REGULAR MEETING
MONDAY, OCTOBER 2, 2017 – 7:00 P.M.
CITY HALL
A G E N D A**

1. Call to Order, Mayor Jerry D. Roseberry
2. Invocation
3. Pledge of Allegiance
4. Motion to accept the Agenda for the October 2, 2017 Mayor and Council Regular Meeting
5. **Honorary Councilmember** – Councilmember Eady has appointed Adrienne Waddey, Associate Director of Development for Oxford College, as the honorary councilmember for October.
6. **CONSENT AGENDA**
 - a. * Motion to approve the Minutes of the Regular Meeting of September 18, 2017.
 - b. * Motion to approve the Minutes of the Work Session September 18, 2017.
 - c. * Motion to accept the Minutes of the Public Hearing September 18, 2017.
 - d. * Motion to accept the Minutes of the DDA August 23, 2017.
 - e. * Motion to accept the Minutes of the Historic Preservation Committee meeting August 17, 2017.
7. Planning Commission Recommendations/Petitions.
8. Citizen Concerns
9. Mayor's Report
10. ***First Reading for Sec. 36-93 Ordinance Change** – We will have the first reading of an ordinance change to require that residents connect to available sewer once their septic system fails, and if their residence is located within 100 feet or less from the right-of-way or easement.
11. ***Asbury Street Parking Lot** – As part of Oxford College's proposed Pierce Street and Whatcoat Street design, City Council will discuss and decide to approve or disapprove the proposed parking lot along Asbury Street (behind Allen Memorial).
12. ***Resurfacing Green Street** – The FY2017 capital budget included this project. We will use Local Maintenance Improvement Grant (LMIG) funds to complete the project. The estimated project cost is \$16,500. The city will supply the asphalt, and Newton County will

provide the labor and equipment to complete the work. We recommend that Council approve the Intergovernmental Agreement (IGA) with the county.

13. Invoice Approval

14. Executive Session – Personnel and real estate matters.

15. Adjourn

INVOICES OVER \$1,000.00

VENDOR	DESCRIPTION	AMOUNT
MONTHLY		
City Oxford Utilities	City Hall/Maintenance Facility/Old Church/Pump Station on Richardson Utilities for (Aug)	1,832.01
Georgia Municipal Association	Employee Retirement Contributions (Oct)	6,279.16
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Latham Home Sanitation Co. Inc.	Monthly curbside service for September	5,636.10
Newton County Water & Sewer	Water Purchase Cornish Creek Water Fund for August	17,541.00
Southeastern Power Admin.	SEPA energy cost (Aug) Inv. B-17-2938	3,661.51
Utility Service Co., Inc.	Quarterly water tank maintenance	2,715.32
PURCHASES/CONTRACT LABOR		
Axon Enterprise, Inc.	Police Department 2 body cameras	1,214.77
Gresco Utility Supply, Inc.	Materials for Clark Street Underground project	18,770.16
HCS Services, LLC	West Richardson St. Pump Station add ¾" water service 120' and one thump set meter.	1,550.00
Irby Electrical Distributor	Supplies for electric system improvement on Wesley St.	3,582.40
J&M Equipment Repair	Repair of Line Truck	2,169.00
Mason Tractor Co.	Chipper repair work complete	1,354.76
MasterCard Services	Mandatory Recertification for Court Clerks /Hotel and conference. Dawn & Brittni, Phones for Maintenance Facility. Trailer repair for Police trailer, Honorary Councilmember lunch, GDOT training for Matt & Jody and other misc.	1,316.52
Phoenix Staffing	Temp services from week ending 9/17/2017 (3 temps) Invoice #4019	1,825.43
APPROVED CONTRACTS		
Marable-Pirkle, Inc.	90% Completed on Electrical Syst. Upgrade and Pole Replacement.	58,848.00
Marable-Pirkle, Inc.	Labor and equipment for installing grounds on all poles.	7,082.14
Marable-Pirkle, Inc.	Labor and equipment to assist restoring power after Tropical Storm Erma.	13,953.68



PROCLAMATION

WHEREAS, citizen input is important to the City Council of the City of Oxford so we can better govern our City; and

WHEREAS, it is important to show the citizens of our City how our City operates and how City Council functions; and

WHEREAS, City Council has created the Honorary Councilmember of the Month Program in Oxford; and

WHEREAS, Councilmember Eady has nominated Adrienne Waddey to serve for this month.

NOW, THEREFORE, I, Mayor Jerry D. Roseberry, do hereby appoint Frances Redick as the Honorary Councilmember for the City of Oxford for the month of October.

SO PROCLAIMED, this 2nd day of October, 2017.

MAYOR AND CITY COUNCIL OF OXFORD

BY: _____
Mayor

ATTEST: _____
City Clerk





**OFFICIAL MINUTES OF THE OXFORD MAYOR AND COUNCIL MEETING
REGULAR SESSION
MONDAY, SEPTEMBER 18, 2017 – 7:00 P.M.
CITY HALL**

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

OTHERS PRESENT: Matt Pepper, Assistant City Manager; David Strickland, City Attorney; Dave Harvey, Chief; Lauran Willis, City Clerk; Jody Reid, Utility Superintendent; Hoyt & LaTrelle Oliver, Todd Cain, Kendra Mayfield, Teresa & Darryl Welch, Terri Fullerton, Audrey Fullerton, Pam Helton, Bob Schwartz, Josh Roberts, Robert Bayless, Steve Roan, Louise Eady, Mike Besaw, Michael McQuaide, Donna Sneed, Jeff Wearing, Peggy Madden, Judy Greer, Patsy Burke, Norma Jones, Georgette Izen, Lisa Dorward, Jeff Wearing, Mary Carter, Cheryl Ready.

The meeting was called to order by the Hon. Jerry D. Roseberry, Mayor
Invocation: Hoyt Oliver / Pledge of Allegiance:

Motion made by Ready, seconded by Windham to accept the Agenda for September 18, 2017 Mayor and Council Regular Meeting. Motion passed 7/0. Attachment A

Honorary Councilmember

Mayor Roseberry introduced Frances Redick, Vice President for Peoples Bank, as the honorary councilmember for September appointed by councilmember Mike Ready. Roseberry presented her with a proclamation for her participation. Attachment B

Consent Agenda

- a. Motion to approve the Minutes of the Regular Meeting of August, 7, 2017.
- b. Motion to approve the Minutes of the Work Session August 21, 2017.
- c. Motion to accept the Minutes of the Planning Commission for June 13, 2017.
- d. Motion to accept the Minutes of the Trees Parks & Recreation for April 11 & June 13, 2017.
- e. Motion to accept the Minutes of the Historic Preservation Committee meeting July 27, 2017.

Majority vote passed 7/0. Attachment C

PLANNING COMMISSION RECOMMENDATIONS/PETITIONS

None.

CITIZENS COMMENTS/CONCERNS

None

MAYOR'S REPORT

N. Emory Sewer Project

Motion by Eady, seconded by Baker, to approve the proposed plan dated 9/14/2017 with additional clarification on the distance of line to properties and to direct City Attorney Strickland to prepare amendment to ordinance. Motion passed 6 yea/1 nay with Councilmember Windham's vote no. Attachment D

Whatcoat Street Parking Lot East Side

Motion by Eady, seconded by Holt to approve option B dated 9/15/2017 as presented by Kendra Mayfield of Oxford College with the addition that the attorney prepare a resolution where the College agrees to maintain the parking lot on the East Side which is city property. The motion failed 3 yea/4 nay. Councilmember Davis, Baker, Windham and Roseberry's vote no. Attachment E

Comprehensive Plan 2018-2028

Councilmember Eady gave an update of the 2:00 Public Meeting regarding the Comprehensive Plan and said there will be an online questionnaire forthcoming on the city website and at the other public meetings that will be held in October and November where citizens will have opportunity for input.

The Georgia Trust for Historic Preservation Ramble Sub-Committee

Roseberry said that The Georgia Trust for Historic Preservation has named Newton County as the host for its fall 2018 ramble. To prepare for the event, the county created a steering committee comprised of representatives from each participating city. The steering committee asked cities to appoint a local sub-committee to assist in the event's preparation. Attachment F

Roseberry appointed The sub-committee members for Oxford as follows:

- Sarah Davis – Chairman, Oxford City Councilmember
- Melvin Baker – Oxford City Councilmember
- Kendra Mayfield – Oxford College of Emory University
- Anderson Wright – Vice-President of the Oxford Historical Cemetery
- Valerie McKibben, Oxford Resident
- Jeff Wearing, Oxford Planning Commission

The Assistant City Manager and the City Clerk's office will assist the sub-committee as appropriate. The sub-committee will be dissolved once the event has taken place on September 28-30, 2018.

INVOICES OVER \$1,000.00

VENDOR	DESCRIPTION	AMOUNT
	MONTHLY	
City Oxford Utilities	City Hall/Maintenance Facility/Old Church/Pump Station on Richardson Utilities for (July)	2,021.74
Georgia Municipal Association	Employee Retirement Contributions (Aug) 323082	6,279.16
Georgia Municipal Association	Employee Retirement Contributions (Sept) 325510	6,279.16
Blue Cross Blue Shield	Health Insurance (Sept)	9,365.48

Blue Cross Blue Shield	Health Insurance (Oct)	7,271.09
City of Covington	Annual FY E-911 Surcharges for Call from 7/20/17-12/31/2017 Inv#1714	12,118.68
Latham Home Sanitation Co. Inc.	Monthly curbside service for July	5,636.10
Latham Home Sanitation Co. Inc.	Monthly curbside service for August	5,636.10
Newton County BOC	Water Purchase Cornish Creek Water Fund for July Inv#2324	14,074.00
Newton County BOC	2017 Insurance Premium Tax – Invoice # 48393	21,569.68
Newton County Water & Sewer	Monthly Sewer charges 7/28/2017- 08/30/2017 944504	6,768.30
Newton County BOC	Landfill Fees for (June) 5/31-6/30	1,348.20
Newton County BOC	Keep Covington/Newton Beautiful-Annual Stormwater Education Service fees	2,000.00
Newton County Sheriff's Office	Prisoner Board and processing fee 28 days	1,455.00
Sophicity	IT in a Box (September) Invoice 8903	1,752.60
Southeastern Power Admin.	SEPA energy cost (July) Inv. B-17-2655	3,607.39
Steven Hathorn	Professional Services Municipal Court Judge July-Sept	1,250.00
PURCHASES/CONTRACT LABOR		
Barbara Dingler	Tax Commissioner 2017 Billing & Payment Tax Digest	1,592.50
Consolidated Copier Services	Copy fees impressions 4/30 – 7/30	1,309.07
Covington News	Ads/July 4 th , Five Year History, Election, Newcomers	1,025.00
David Strickland P.C.	Professional Services As of July 1, 2017	1,747.00
David Strickland P.C.	Professional Services As of September 1, 2017	2,486.38
HCS Services, LLC	Storm Clean-up 10 hours	1,500.00
Phoenix Staffing	Temp services from week ending 8/6/17 (3 temps) 4519	1,499.40
Phoenix Staffing	Temp services from week ending 8/13/17(3 temps) 4540	1,193.85
Phoenix Staffing	Temp services from week ending 8/20/17(3 temps) 4559	1,499.40
Phoenix Staffing	Temp services from week ending 8/27/17(3 temps) 4585	1,455.40
Phoenix Staffing	Temp services from week ending 9/03/17(3 temps) 4609	1,250.55
Phoenix Staffing	Temp services from week ending 9/10/17(3 temps) 4636	1,193.85
PI-Tech, Inc.	Boardwalk redesign for George Street Trail	3,200.00
Irby Electrical Distributor	Electric Supplies/general stock	1,013.36
Irby Electrical Distributor	Supplies for Electrical system improvement	2,809.25
Kraft Power Corporation	Generator repairs in Victoria Station	1,287.10
MasterCard Services	MEAG annual meeting/Mike Ready-Hotel Fees/Chiefs conference/Dave Harvey, other misc.	1,669.47
Rehrig Pacific Company	112 Roll Carts & lids	5,896.00
Treadwell, Tamplin & Co.	Final Billing FY2016 Audit	5,000.00
Woco Pep Oil, Inc.	Fuel August Inv#6927	2,652.26
APPROVED CONTRACTS		
University of Georgia	Final Design Workshop for coordination, final presentation, and pre-and post-production of charrette phases.	14,160.00
Jordan Engineering	Communication & coordination for bid solicitation, Prep, pre-bid meeting, and update for Addendum 2, bid opening. George Street trail	1,440.00
Jordan Engineering	E. Clark Pre-bid prep and attend/Septic lot/sewer service exhibit/E. Clark discussions with Mgr. and councilman, re-issue DDA mapping.	1,080.00

Sumner Meeker, LLC	Legal Services 1002 E. Clark Property	4,425.38
As we prepare for our upcoming FY2017 Audit we found the following invoices were not included on prior agenda's for your review and approval.		
Blue Cross Blue Shield	Employee Health Insurance for July	8,757.15
Newton County Clerk of Court	Payout of additional 664 days on E. Clark litigation	20,743.92
Strickland and Strickland	Professional/Attorney Fees for 106 W. Watson Street	1,477.50
Strickland and Strickland	Professional/Sewer Project R&R ltd. Title, sewer easement, owner's affidavits.	4,590.00
Scarborough Tree	Tree removal on Pierce Street/Dead Oak	2,400.00

Invoice Approval

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

Motion by Holt, seconded by Eady to adjourn the Regular Session for a break before entering the Executive Session at 7:37 pm. Motion passed 7/0.

Executive Session

Motion by Windham, seconded by Ready to go into Executive at 7:45 pm. Motion passed 7/0.

Roseberry gave a brief update on some personnel matters.

Motion by Holt, seconded by Eady to leave Executive Session 7:47 pm. Motion passed 7/0.

Motion by Holt, seconded by Eady to return to the Regular session at 7:47 pm. Motion passed 7/0.

There being no further business.

Motion by Windham, seconded by Baker to adjourn at 7:47 pm. Motion passed 7/0.

Respectfully Submitted;

Lauran Willis, CMC/FOA
City Clerk



**OFFICIAL MINUTES OF THE OXFORD MAYOR AND COUNCIL MEETING
WORK SESSION
Monday, September 18, 2017 – 6:00 P.M.
CITY HALL**

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

OTHERS PRESENT: Matt Pepper, Assistant City Manager; Luran Willis, City Clerk; Jody Reid, Utility Superintendent; Dave Harvey, Chief, Darryl & Teresa Welch, Terri Fullerton, Audrey Fullerton, Pam Helton, Bob Schwartz, Todd Cain, Kendra Mayfield, Norma Jones, Georgette Izen, Josh Roberts, Robert Bayless, Steve Roan, Louise Eady, Mike Besaw, Michael McQuaide, Lisa Dorward, Judy Greer, Patsy Burke, Donna Sneed, Jeff Wearing.

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

Mayors Announcements

Bob Schwartz – Lifetime Service Award - Mayor Roseberry introduced Pam Helton from Georgia Municipal Association and said she is here to present our former City Manager, Bob Schwartz with an award.

Pam presented Bob with a Lifetime Service Award for his service as Oxford's first professional city manager. He assisted the city's elected officials, employees, and citizens during the transition to a different form of government. He was also recognized for his contributions to other cities in Georgia before coming to Oxford.
Attachment B

Staff Recognition – Roseberry congratulated and presented Cory Alt with a Certification of Achievement for the completion of the course of study required to obtain the GED General Education Diploma. Attachment C

Proclamation – Roseberry recognized all of the city employees with a proclamation expressing gratitude and appreciation for the outstanding work and recovery from the damaged caused by hurricane force wind and rain on September 11, 2017 and declared September 18, 2017 City of Oxford Employee Day. Attachment D

AMC Studios/ Sundance TV – Roseberry said he received a request from AMC Studios requesting permission to film a brief scene on Wednesday, October 4th in the Historic Oxford Cemetery for a TV series, Hap and Leonard. Roseberry said he has discussed the request with members of the Historic Oxford Cemetery Foundation and there are no objections as long as proper respect is paid to existing grave sites, and the city has someone on site and the site is restored properly. In addition AMC Studios will make a \$5,000 contribution to the Oxford Historical Cemetery Foundation.

A motion was made by Eady, seconded by Holt to approve the request from the AMC Studios. The motion was approved 7/0.

2017 Annual Retreat

Roseberry announced having received no objections, the 2017 Annual Retreat will be October 27, at City Hall.

Whatcoat Street Parking Lot East Side

Kendra Mayfield from Oxford College presented a revised parking concept for the parking lot. After much discussion Mayor Roseberry announced this item will follow on the regular session at 7:00 for a vote.

Attachment E

Asbury Street Parking Lot

Council asked at its previous meeting for a new design that would not include the East side of Whatcoat as a parking lot and to see if they can straighten or realign Asbury St to include more green space or a buffer between the street and the Church and bring back a new proposal. There was no conclusive discussion regarding the Asbury Street Parking Lot.

N. Emory Street Project

There have been several proposals and discussions. A new proposal was presented which takes into consideration several ideas with emphasis on the need to treat the project as a public health matter that needs to proceed. Mayor Roseberry presented the new plan and explained the timeline and details with positive response from many of the citizens. Roseberry said this item will be voted on at the regular session following at 7:00pm. Attachment F

Executive Session

This item was moved to the regular session at 7:00 pm.

Adjourn

The meeting was adjourned at 6:57 pm.

Respectfully Submitted;

Lauran Willis, CMC/FOA
City Clerk



**OFFICIAL MINUTES OF THE OXFORD MAYOR AND COUNCIL MEETING
PUBLIC HEARING
Monday, September 18, 2017 – 2:00 P.M.
CITY HALL**

MEMBERS PRESENT: Jerry D. Roseberry, Mayor; and Councilmembers: George Holt; Jim Windham; David Eady; Mike Ready and Sarah Davis, Matt Pepper, Assistant City Manager; Lauran Willis, City Clerk; Councilmember Melvin Baker was not present.

OTHERS PRESENT: Mary Carter, Kelly Parker, Laura McCanless, Gary Saxon, Peggy Madden, Judy Greer, Patsy Burke, Hoyt & LaTrelle Oliver, Martha Molyneux, Chery Ready, Josh Roberts, Lyn Pace, Mike Besaw, Zack May, Anderson Wright, Adrienne Waddey, Ralph Staffins, Jeff Wearing, Louise Eady.

The meeting was called to order by Matt Pepper, Assistant City Manager

Matt announced the purpose of the Public Hearing if for the beginning of the city's comprehensive planning process. It is to brief the community on the planning process and opportunities for public participation where the attendees will be asked for their input on the city's future. Matt introduced John Devine of North East Regional Commission who will be assisting with the planning and its process. (Attached)

John Devine presented a power point to explain the commissions roll in the planning process. John explained his position in the Planning and Government Services Division is to provide the services, staff, resources and relationships for the needs of the city in preparing their comprehensive plans.

John explained what the Comprehensive Plan is and its components. He reviewed the basic plan and process and then opened the meeting for citizen input and discussion as it relates to its vision, needs, strength, weaknesses, opportunity and threats. (Attached)

After much discussion John announced that this is the first input public meeting, a public hearing will be scheduled in October, again in November of which citizens will have additional opportunity input. The Plan is due to be submitted to the State by February 5, 2018.

The meeting was adjourned at 3:25 pm.

Respectfully Submitted;

Lauran Willis, CMC/FOA
City Clerk

DOWNTOWN DEVELOPMENT AUTHORITY OF THE CITY OF OXFORD

Minutes – August 23, 2017

MEMBERS: Mr. Mark McGiboney, Chair; Ms. Loren Roberts, Vice-Chair; Dr. Melvin Baker, Mr. Brian Barnard, Mr. Jonathan Eady, Ms. Kendra Mayfield, and Ms. Martha Molyneux.

STAFF: Matthew Pepper, assistant city manager and DDA secretary/treasurer.

GUESTS: There were no guests.

OPENING: Mr. McGiboney called the meeting to order at 7:03 PM.

APPROVAL OF MINUTES: Upon motion of Dr. Baker, seconded by Mr. Eady, the minutes for the meeting on June 28, 2017 were approved as presented. The vote was 7 – 0.

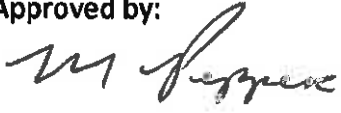
INTERGOVERNMENTAL AGREEMENT WITH THE CITY: The DDA discussed simultaneously developing the plots to the south and east of Orna Villa (1008 Emory Street). By developing both plots together, the DDA may be able to place restrictive covenants on the new development. The DDA also discussed the value of putting a development plan in place for the two plots before building out the infrastructure (e.g. – the E. Clark Street Extension project). The DDA will talk with the Mayor and Council regarding these issues, as it will affect the intergovernmental agreement between the two parties. Lastly, it was decided that the DDA will hire a master planner to provide them with a development plan.

DDA ASSIGNMENTS: Before the next meeting, the DDA will complete the following assignments:

- Mr. McGiboney will speak with Mayor Roseberry about developing the two plots together, and possibly changing the curve of the current E. Clark project to a 90° left turn to accommodate for future development.
- Mr. McGiboney will invite Frank Turner, Jr. to the next meeting to discuss implementing restrictive covenants on the individual properties.
- Ms. Roberts will contact Stacey Jones, the Associate Director of Governmental Training, Education, and Development at the Carl Vinson Institute of Government, to inquire about possible recommendations for a master planner for the property. Mr. Pepper will contact Monica Callahan, the Planning Director for the City of Madison, to gather the same information.
- Mr. Pepper will send copies of Randy Vinson's site plans to the DDA.
- The DDA will develop some broad ideas for aesthetics and design for the two plots.

ADJOURNMENT: Mr. McGiboney adjourned the meeting at 7:52 PM.

Approved by:

A handwritten signature in black ink, appearing to read 'M. Pepper', written in a cursive style.

Matthew Pepper, Secretary/Treasurer

HISTORIC PRESERVATION COMMITTEE OF THE CITY OF OXFORD

Minutes – August 17, 2017

MEMBERS: Dr. Melvin Baker, Chair; Mr. J P Godfrey, Mr. Jeff Wearing, and Mr. Tom Johnson. Ms. Sarah Davis and Ms. Kendra Mayfield were absent.

STAFF: Matthew Pepper, assistant city manager.

GUESTS: Mike Ready, councilmember; Todd Cain, Associate Director of Operations for Oxford College (proxy for Ms. Mayfield).

OPENING: At 6:08 PM, Dr. Baker called the meeting to order and welcomed the guests.

APPROVAL OF MINUTES: Upon motion of Mr. Wearing, seconded by Mr. Godfrey, the minutes for the meeting of July 27, 2017 were adopted. The vote was 4-0.

HISTORIC EVALUATION OF THE PROPERTIES: The Committee members reviewed the history of the Yarbrough House (107 W. Clark) and the Bloodworth House (6153 Emory Street). They determined that the Bloodworth House lacked any apparent historical significance. So, it was decided that Dr. Baker will visit the county courthouse to seek out additional information about the Bloodworth House. As for the Yarbrough House, the Committee members attributed its historical significance to the Yarbrough Oak, and that it was the former residence of Reverend Yarbrough, the father-in-law of Atticus Haygood.

PHYSICAL EVALUATION OF THE PROPERTIES: The Committee members reviewed the physical condition of the two properties. They determined that the Bloodworth House is in poor physical condition. They cited that the house has a warped roof, inadequate trusses, unstable porch, average foundation, and problems with fleas and lice on one side of the duplex. Lastly, they discussed hiring a salvage company to assess whether or not any of the materials from the house can be repurposed. As for the Yarbrough House, the Committee members determined that it would require some major repairs to the roof, ceiling, and certain areas of the floor.

RECOMMENDATIONS TO PRESERVE/PROTECT THE PROPERTIES: Dr. Baker distributed copies of a list describing possible uses for the two properties. The Committee members briefly reviewed the list. It was decided that they would discuss the list in greater detail at the next meeting.

Upon motion of Mr. Wearing, seconded by Mr. Godfrey, the Historic Preservation Committee recommends that the house at 6153 Emory Street (Bloodworth House) be demolished. The vote was 4-0.

Upon motion of Mr. Johnson, seconded by Mr. Wearing, the Historic Preservation Committee deems that the house at 107 W. Clark Street (Yarbrough House) has historical significance. The vote was 4-0.

Upon motion of Mr. Wearing, seconded by Mr. Godfrey, the Historic Preservation Committee recommends the preservation and restoration of 107 W. Clark Street for adaptive reuse with the

roof getting immediate priority, pending inspection by an independent certified housing inspector. The vote was 4-0.

ADJOURNMENT: Dr. Baker adjourned the meeting at 7:35 PM.

Approved by:

A handwritten signature in black ink, appearing to read "Melvin Baker". The signature is written in a cursive style with a long horizontal stroke at the end.

Melvin Baker, Chair

Background:

On Tuesday, August 8th, 2017, the Planning Commission recommended that City Council approve Oxford College's proposed parking lot in the City's right-of-way along the east side of Whatcoat Street. The recommendation by the Planning Commission followed months of discussion with Oxford College about a broader parking solution to address the parking needs for the College, Allen Memorial Church and the public in that part of town. In addition, the Planning Commission was concerned with (i) safety of pedestrian and vehicular use of Whatcoat Street and Pierce Street, (ii) retention of green space along both streets, (iii) retention of the trees and gardens on the Forney Property, and (iv) preserving the residential character of houses and lots along George Street, Whatcoat Street and Pierce Street for the benefit of nearby homeowners. The proposed parking lot was the result of these discussions. At the September City Council meeting, the City Council voted 4-3 against the proposed parking lot. As a result, Oxford College submitted another development permit application to construct a parking lot on the College's property located at 102 Pierce Street (the "Forney Property"). The Planning Commission approved the application because the property owner was entitled to use the Forney Property for a parking lot, despite concerns that the parking lot would be located in much less desirable location. The Planning Commission continues to favor the location in the Whatcoat Street right-of-way. Further, the Planning Commission voted to request that the City Council reconsider its denial of the proposed parking lot in the Whatcoat Street right-of-way.

Resolution:

The Planning Commission implores the City Council to approve the proposed parking lot in the Whatcoat Street right-of-way for the following reasons:

1. The parking lot along Whatcoat Street was designed to specifically address concerns that the corridor not appear to be one big parking lot.
2. This limited points of access to and from the parking lot would be safer for vehicular and pedestrian traffic than the current on-street parking.
3. The proposed parking lot is a more efficient use of the Whatcoat Street right of way than the current oval sidewalk to nowhere without intruding on any other residential properties.
4. Oxford College agreed to make certain improvements, at its cost, to the Whatcoat Street right of way (including a sidewalk along the east side of Whatcoat) as part of the parking development plan.
5. The proposed parking lot on Whatcoat Street adds connectivity to the City's future downtown development. Visitors to the City's downtown will have greater access to development situated along Emory Street.
6. Allen Memorial will receive the desired parking spaces at a location that will make the church building far more accessible to its elderly members and others who use the church facilities.
7. The garden and existing tree canopy located on the Forney Property will be preserved.
8. Oxford College would install additional tree canopy along Whatcoat Street.
9. The residential character of the Forney Property and the Shipley property is retained for the benefit of neighboring homeowners.

OXFORD PLANNING COMMISSION

Minutes – September 20, 2017

MEMBERS: Jonathan Eady, Chair; Jeff Wearing, Vice-Chair; Ron Manson, and Penny England. Aaron Robinson and Vivian Harris were absent.

STAFF: Matthew Pepper, assistant city manager and zoning administrator.

GUESTS: Kendra Mayfield.

OPENING: At 7:00 PM, Mr. Eady called the meeting to order and welcomed the guests.

APPROVAL OF MINUTES: Upon motion of Mr. Wearing, seconded by Mr. Manson, the minutes for the meeting of August 8, 2017 were adopted. The vote was 4-0.

OXFORD COLLEGE DEVELOPMENT PERMIT: On behalf of Oxford College, Kendra Mayfield requested approval for a design of a parking lot on the college's property at 102 Pierce Street (Parcel X010 028). This is an alternative design to the Whatcoat Street and Asbury Street parking plan presented to the Planning Commission at the August 8th meeting. The Commission members had a discussion concerning several aspects of the proposed design for the parking lot including connectivity to the city's planned town center development, access to the parking lot for members of Allen Memorial United Methodist Church and visitors to the college, the location of sidewalks along the parking lot, an adequate drainage plan, and a vegetative barrier between the proposed parking lot and the city right-of-way. As proposed, the parking lot would require the removal of the garden that is located on the property. On behalf of the city, Mr. Pepper asked if the college could transplant the vegetation in the garden to the city's right-of-way on Whatcoat Street. Ms. Mayfield will provide the city with a quote to transplant the vegetation.

Upon motion of Mr. Manson, seconded by Ms. England, the Planning Commission approved the development permit on the conditions that Oxford College provide the Commission with an approved drainage plan, demonstrate on the design drawings the location of the sidewalk along the southeast side of the proposed parking lot, as well as the location of the vegetative barrier on the northwest side. The vote was 3-1.

Upon motion of Mr. Manson, seconded by Ms. England, the Planning Commission decided to issue a formal resolution to City Council to reconsider the Commission's recommendation for the original parking lot design on Whatcoat Street. The resolution will cite the following reasons: the location of the proposed parking lot on Whatcoat and its proximity to the city's potential downtown development; the support from both private citizens and members of Allen Memorial for the Whatcoat design; and the preservation of the gardens on the 102 Pierce Street property. Additional reasons may be discussed in the resolution. The vote was 4-0.

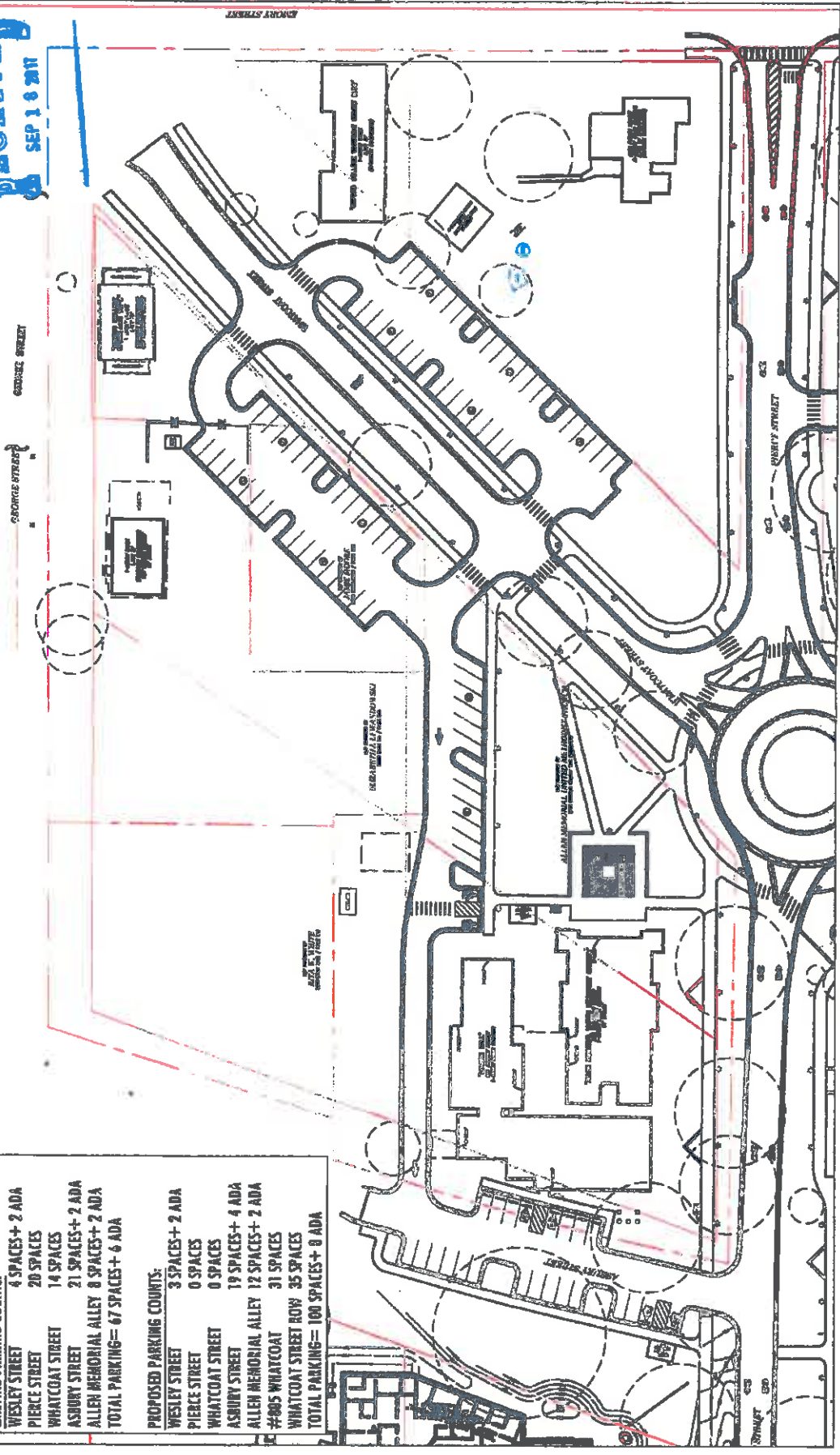
CITY REPORT: Mr. Pepper reported on the progress of the Asbury Street Park and E. Clark Street Extension projects.

ADJOURNMENT: Mr. Eady adjourned the meeting at 8:00 PM.

Approved by:

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EXISTING PARKING COUNTS:	
WESLEY STREET	4 SPACES+ 2 ADA
PIERCE STREET	20 SPACES
WHATCOAT STREET	14 SPACES
ASHURY STREET	21 SPACES+ 2 ADA
ALLEN MEMORIAL ALLEY	8 SPACES+ 2 ADA
TOTAL PARKING=	67 SPACES+ 6 ADA
PROPOSED PARKING COUNTS:	
WESLEY STREET	3 SPACES+ 2 ADA
PIERCE STREET	0 SPACES
WHATCOAT STREET	0 SPACES
ASHURY STREET	19 SPACES+ 4 ADA
ALLEN MEMORIAL ALLEY	12 SPACES+ 2 ADA
#805 WHATCOAT	31 SPACES
WHATCOAT STREET ROW	35 SPACES
TOTAL PARKING=	100 SPACES+ 8 ADA



OXFORD COLLEGE OF EMORY UNIVERSITY
PIERCE STREET IMPROVEMENTS- PARKING COUNTS

WANSLEY ASSOCIATES LANDSCAPE ARCHITECTS, INC.
DATE: 09.15.11
Kimley»Horn

SCALE: 1"=60'

10/2/2017

ARTICLE IV. - SEWER SERVICE

Sec. 36-92. - Definitions.

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Biochemical oxygen demand (BOD) means the quantity of oxygen utilized in the biochemical oxidation of organic matter under standard laboratory procedures in five days at 20 degrees Celsius, expressed in milligrams per liter.

Building drain means that part of the lowest horizontal piping of a drainage system which receives the discharge from soil, waste and other drainage pipes inside the walls of the building and conveys it to the building sewer, beginning five feet 1 5/10 meters outside the inner face of the building wall.

Building sewer means the extension from the building drain to the public sewer or other place of disposal: also called house connection.

Easement means an acquired legal right for the specific use of land owned by others.

Floatable oil means oil, fat or grease in a physical state such that it will separate by gravity from wastewater by treatment in an approved pretreatment facility. A wastewater shall be considered free of floatable fat if it is properly pretreated and the wastewater does not interfere with the collection system.

Industrial wastes means the wastewater from industrial processes, trades or businesses as distinct from domestic or sanitary wastes.

pH means the logarithm of the reciprocal of the hydrogen ion concentration.

Properly shredded garbage means the wastes from the preparation, cooking, and dispensing of food that have been shredded to such degree that all particles will be carried freely under normal flow conditions.

Public sewer means a common sewer controlled by a governmental agency or public utility.

Sanitary sewer means a sewer that carries liquid and water-carried wastes from residences, commercial buildings, industrial plants and institutions, together with minor quantities of groundwater, stormwater, and surface water that are not admitted intentionally.

Sewer means a pipe or conduit that carries wastewater or drainage water.

Slug means any discharge of water or wastewater which in concentration of any given constituent or in quantity of flow exceeds for any period of duration longer than 15 minutes more than five times the average 24-hour concentration or flows during normal operation and shall adversely affect the collection system or performance of the wastewater treatment works.

Storm drain means a drain or sewer for conveying water, groundwater, subsurface water or unpolluted water from any source.

Superintendent means the Superintendent of Utilities of the City, or his authorized deputy, agent or representative.

Suspended solids means total suspended matter that either floats on the surface of or is in suspension in, water, wastewater or other liquids, and that is removable by laboratory filtering.

Unpolluted water means water of quality equal to or better than the effluent criteria in effect or water that would not cause violation of receiving water quality standards and would not be benefitted by discharge to the sanitary sewers and wastewater treatment facilities provided.

Wastewater means the spent water of a community. From the standpoint of source, it may be a combination of the liquid and water-carried wastes from residences, commercial buildings, industrial plants and institutions, together with any groundwater, surface water, and stormwater that may be present.

Wastewater facilities means the structures, equipment and processes required to collect, carry away and treat domestic and industrial wastes and dispose of the effluent.

(Code 1997, § 15-101)

Sec. 36-93. - Use of public sewers required.

- (a) *Deposit of excrement, garbage or waste on public or private property.* It is unlawful for any person to place, deposit or permit to be deposited in any unsanitary manner on public or private property within the City, or in any area under the jurisdiction of the City, any human or animal excrement, garbage or objectionable waste.
- (b) *Discharge of polluted waters to natural outlets.* It is unlawful to discharge to any natural outlet within the City, or in any area under the jurisdiction of the City, any wastewater or other polluted waters, except where suitable treatment has been provided in accordance with subsequent provisions of this article.
- (c) *Construction or maintenance of private facility for disposal of wastewater.* Except as provided in this article, it is unlawful to construct or maintain any privy, privy vault, septic tank, cesspool, or other facility intended or used for the disposal of wastewater.
- (d) *Installation of suitable toilet facilities; connection with public sewer.* The owner of any house or building used for human occupancy, employment, recreation, or other purposes, situated within the City and located within 100 feet, as measured from ~~the building or principal structure property line~~ to street right-of-way line, of any street, alley, or right-of-way in which there is presently located a public sanitary or combined sewer of the City is hereby required, at the owner's expense, to install suitable toilet facilities therein, and to connect such facilities directly with the proper public sewer in accordance with the provisions of this article.
- (e) *Requirements of mandatory connection.* **The requirement of mandatory connection to available public sewer lines shall be in effect from the date of adoption of the ordinance from which this article is derived by the City Council. The owner or owners of property where a dwelling unit or principal structure is situated within 100 feet of street rights-of-way, public access alleys, or easements containing public sewer lines existing at the time of adoption of the ordinance from which this article is derived, or as public sewers are later added, and whose dwelling or structure is not presently connected to such sewer lines, shall have a period of 120 days from time of adoption of the ordinance from which this article is derived, or from the time that later constructed public sewers are accepted by the City, within which they must pay the required City tap-in fee and request the scheduling of connection to the sewer. However, this mandatory connection requirement will be deferred for five (5) years if the owner or owners of property required to connect to public sewer under this section present(s) to the City Clerk documented evidence, signed by a septic tank contractor who is certified by the Georgia Department of Health, that the existing private sewage system or septic tank is functioning in accordance with state and county health standards; the owner(s) of the property must re-submit documented evidence every five (5) years, or the mandatory connection provisions above will apply. If any private sewage system, septic tank, cesspool, etc., on property where sewer is within 100 feet of the dwelling units or principal dwellings should fail or require significant maintenance (defined as maintenance costs exceeding 50 percent of replacement costs or closure/connection costs), the owner of such system shall be required to connect immediately to the available public sewer. Owners of such private sewage systems shall not at any time make repairs, alterations, or extensions to any private sewage system in any way, where public sewer lines are available.**

~~The requirement of mandatory connection to available public sewer lines shall be in effect from the date of adoption of the ordinance from which this article is derived by the City Council. Owners of properties situated within 100 feet of rights-of-way containing sewer lines existing at the time of adoption of the ordinance from which this article is derived, and whose buildings are not presently~~

~~connected to such sewer lines, shall have a period of 120 days from time of adoption of the ordinance from which this article is derived within which they must pay the required City tap-in fee and request the scheduling of connection to the sewer. However, if within such 120-day period any private sewage system, septic tank, cesspool, etc., on property where sewer is available should fail or require maintenance, the owner of such system shall be required to connect immediately to the available public sewer. Owners of such private sewage systems shall not at any time make repairs, pump out any septic tank, or make any alterations or extensions to any private sewage system in any way, where public sewer lines are available.~~

- (f) *Existing sewer line, septic tank, cesspool, etc., cleaned of sludge and filled.* At the time of connection to existing sewer lines, any existing septic tanks, cesspools, and similar private wastewater disposal facilities shall be cleaned of sludge and filled with suitable material according to applicable city, county, or state health codes.
- (g) *Tap-in fees and charges.* The Mayor and City Council shall have the authority to establish tap-in fees and charges for sewer services. The Mayor and City Council shall also have the authority to make adjustments to fees or to schedules of required payments in cases of citizen economic hardship, as determined by measures of economic hardship adopted by the Mayor and City Council.

(Code 1997, § 15-102; Ord. of 10-9-2006)

Sec. 36-94. - Private wastewater disposal.

- (a) *Use where public sanitary or combined sewer unavailable; permit requirements generally.* Where a public sanitary or combined sewer is not available under the provisions of section 36-93(d), the building sewer shall be connected to a private wastewater disposal system complying with the provisions of this article. Anyone wishing to obtain a building permit must first submit a septic tank permit and a percolation test approved by the county health department.
- (b) *Permit required; application fee.* Before commencement of construction of a private wastewater disposal system the owner shall first obtain a permit from the superintendent. A permit and inspection fee in an amount set forth in the schedule of fees and charges shall be paid to the City at the time the application is filed.
- (c) *Permit effective upon installation completion.* A permit for a private wastewater disposal system shall not become effective until the installation is completed to the satisfaction of the superintendent.
- (d) *Specifications for system set by state department of natural resources.* The type, capacities, location, construction and layout of a private wastewater disposal system shall comply with all recommendations of the state department of natural resources. State approval is required of all private wastewater disposal systems before they may be put into use.
- (e) *Connection to public sewer upon availability; cleaning and filling of private facilities.* At such time as a new or extended public sewer line becomes available to a property served by a private sewage disposal system, as provided in section 36-93(d), a direct connection shall be made to the public sewer line. Owners of such properties shall have a period of 120 days from time of adoption of the ordinance from which this article derived within which they must pay the required City tap-in fee and request scheduling of connection to the sewer. However, if within such 120-day period any private sewage system (septic tank, cesspool, etc.) on property where sewer is now available should fail or require maintenance, the owner of such system shall be required to connect immediately to the available public sewer. Owners of such private sewage systems shall not at any time make repairs, pump out any septic tank, or make any alterations or extensions to any private sewage system in any way, where public sewer lines are available. At time of connection, any existing septic tanks, cesspools and similar private wastewater disposal facilities shall be cleaned of sludge and filled with suitable material according to applicable city, county, or state health codes.
- (f) *Operation and maintenance of facilities.* The owner shall operate and maintain the private wastewater disposal facilities in a sanitary manner at all times, at no expense to the City.

- (g) *Additional requirements.* No statement contained in this article shall be construed to interfere with any additional requirements that may be imposed by the health officer.

(Code 1997, § 15-103; Ord. of 10-9-2006)

Sec. 36-95. - Building sewers and connections.

- (a) *Use or alteration of public sewer.* No unauthorized person shall uncover, make any connections with or opening into, use, alter, or disturb any public sewer or appurtenance thereof without first obtaining a written permit from the superintendent.
- (b) *Building sewer permits; types; application; fees.* There shall be two classes of building sewer permits: For residential and commercial service, and for service to establishments producing industrial wastes. In either case, the owner shall make an application to the City. The permit application shall be supplemented by any plans, specifications or other information considered pertinent in the judgment of the superintendent. A permit and inspection fee in an amount set forth in the schedule of fees and charges for a residential or commercial building sewer permit and in an amount set forth in the schedule of fees and charges for an industrial building sewer permit shall be paid to the City at the time the application is filed.
- (c) *Costs and expenses for installation and connection.* All costs and expenses incidental to the installation and connection of the building sewer shall be borne by the owner. The owner shall indemnify the City from any loss or damage that may directly or indirectly be occasioned by the installation of the building sewer.
- (d) *Separate, independent sewer per building; exception.* A separate and independent building sewer shall be provided for every building. However, where one building stands at the rear of another on an interior lot and no private sewer is available or can be constructed to the rear building through an adjoining alley, court, yard or driveway, the front building may be extended to the rear building and the whole considered as one building sewer, but the City does not and will not assume any obligation or responsibility for damage caused by or resulting from any such single connection aforementioned.
- (e) *Use of old sewers.* Old building sewers may be used in connection with new buildings only when they are found to meet all requirements of this article.
- (f) *Size, slope, alignment and materials of construction.* The size, slope, alignment, materials of construction of a building sewer and the methods to be used in the excavating, placing of the pipe, jointing, testing and backfilling the trench shall all conform to the requirements of the building and plumbing code or other applicable rules and regulations of the City.
- (g) *Elevation of sewer; lifting of sewage.* Whenever possible, the building sewer shall be brought to the building at an elevation below the basement floor. In all buildings in which any building drain is too low to permit gravity flow to the public sewer, sanitary sewage carried by such building drain shall be lifted by an approved means and discharged to the building sewer.
- (h) *Connection of roof downspouts and other sources of surface runoff or groundwater.* No person shall make connection of roof downspouts, foundation drains, areaway drains or other sources of surface runoff or groundwater to a building sewer or building drain which in turn is connected directly or indirectly to a public sanitary sewer unless such connection is approved by the superintendent for purposes of disposal of polluted surface drainage.

(Code 1997, § 15-104)

Sec. 36-96. - Use restrictions.

- (a) *Discharge of unpolluted waters prohibited.* No person shall discharge or cause to be discharged any unpolluted waters such as stormwater, groundwater, roof runoff, subsurface drainage or cooling water

to any sewer; except stormwater runoff from limited areas, which stormwater may be polluted at times, may be discharged to the sanitary sewer by permission of the superintendent.

- (b) *Use of storm sewers, combined sewers and natural outlets.* Stormwater, other than that exempted under subsection (a) of this section, and all other unpolluted drainage shall be discharged to such sewers as are specifically designated as combined sewers or storm sewers or to a natural outlet approved by the superintendent and other regulatory agencies. Unpolluted industrial cooling water or process waters may be discharged, on approval of the superintendent, to a storm sewer, combined sewer or natural outlet.
- (c) *Prohibited discharges.* No person shall discharge or cause to be discharged any of the following described waters or wastes to any public sewers:
 - (1) Any gasoline, benzene, naphtha, fuel oil or other flammable or explosive liquid, solid or gas.
 - (2) Any wastes containing toxic or poisonous solids, liquids or gases in sufficient quantity, either singly or by interaction with other wastes, to injure or interfere with any waste treatment process, constitute a hazard to humans or animals, create a public nuisance, or create any hazard in the receiving waters of the wastewater treatment plant.
 - (3) Any waters or wastes having a pH lower than 5.5, or having any other corrosive property capable of causing damage or hazard to structures, equipment and personnel of the wastewater works.
 - (4) Solid or viscous substances in quantities or of such size capable of causing obstruction to the flow in sewers or other interference with the proper operation of the wastewater facilities such as, but not limited to: ashes, bones, cinders, sand, mud, straw, shavings, metal, glass, rags, feathers, tar, plastics, wood, unground garbage, whole blood, paunch manure, hair and fleshings, entrails and paper dishes, cups, milk containers, etc., either whole or ground by garbage grinders.
- (d) *Discharge limitations.* The following described substances, materials, waters or waste shall be limited in discharges to municipal systems to concentrations or quantities which will not harm either the sewers, wastewater treatment process or equipment, will not have an adverse effect on the receiving stream, or will not otherwise endanger lives, limb, public property or constitute a nuisance. The limitations or restrictions on materials or characteristics of waste or wastewater discharged to the sanitary sewer which shall not be violated without the approval of the superintendent are as follows:
 - (1) Wastewater having a temperature higher than 150 degrees Fahrenheit (65 degrees Celsius).
 - (2) Wastewater containing more than 25 milligrams per liter of petroleum oil, nonbiodegradable cutting oils, or products of mineral oil origin.
 - (3) Wastewater from industrial plants containing floatable oils, fat or grease.
 - (4) Any garbage that has not been properly shredded. Garbage grinders may be connected to sanitary sewers from homes, restaurants or similar places where garbage originates from the preparation of food in kitchens for the purpose of consumption on the premises or when served by caterers.
 - (5) Any waters or wastes containing iron, chromium, copper, zinc and similar objectionable or toxic substances to such degree that any such material received in the composite wastewater at the wastewater treatment works exceeds the limits established by the superintendent for such materials.
 - (6) Any waters or wastes containing odor-producing substances exceeding limits which may be established by the superintendent.
 - (7) Any radioactive wastes or isotopes of such half-life or concentration as may exceed limits established by the superintendent in compliance with applicable state or federal regulations.
 - (8) Quantities of flow, concentration, or both which constitute a slug.
 - (9) Waters or wastes containing substances which are not amenable to treatment or reduction by the wastewater treatment processes employed.

- (10) Any waters or wastes which, by interaction with other water or waste in the public sewer system, release obnoxious gases, form suspended solids which interfere with the collection system, or create a condition deleterious to structures and treatment processes.
- (e) *Remedies by superintendent to deleterious effects of wastes.* If any waters or wastes are discharged or are proposed to be discharged to the public sewers, which waters contain substances or possess the characteristics enumerated in subsection (d) of this section, and which in the judgment of the superintendent, may have a deleterious effect upon the wastewater facilities, processes, equipment or receiving waters, or which otherwise create a hazard to life or constitute a public nuisance the superintendent may:
- (1) Reject the wastes;
 - (2) Require pretreatment to an acceptable condition for discharge to the public sewers;
 - (3) Require control over the quantities and rates of discharge; or
 - (4) Require payment to cover added cost of handling and treating the wastes not covered by existing taxes or sewer charges under the provisions of subsection (j) of this section.
- (f) *Grease, oil and sand interceptors.* Grease, oil and sand interceptors shall be provided when, in the opinion of the superintendent, they are necessary for the proper handling of liquid wastes containing floatable grease in excessive amounts, as specified in subsection (d)(3) of this section, or any flammable wastes, sand or other harmful ingredients; except that such interceptors shall not be required for private living quarters or dwelling units.
- (g) *Pretreatment or flow-equalizing facilities; operation and maintenance.* Where pretreated or flow-equalizing facilities are provided or required for any waters or wastes, they shall be maintained continuously in satisfactory and effective operation by the owner at his expense.
- (h) *Installation of structure for observation, sampling and measurement of wastes.* When required by the superintendent, the owner of any property serviced by a building sewer carrying industrial wastes shall install a suitable structure, together with such necessary meters and other appurtenances in the building sewer, to facilitate observation, sampling and measurement of the wastes.
- (i) *Information requirements for determining compliance.* The superintendent may require the user of sewer services to provide information needed to determine compliance with this article. The requirements may include:
- (1) Wastewater discharge peak rate and volume over a specified time period;
 - (2) Chemical analyses of wastewaters;
 - (3) Information on raw materials, processes and products affecting wastewater volume and quality;
 - (4) Quantity and disposition of specific liquids, sludge, oil, solvent or other materials important to sewer use control;
 - (5) A plot plan of sewers of the user's property showing sewer and pretreatment facility location;
 - (6) Details of wastewater pretreatment facilities; and
 - (7) Details of systems to prevent and control the losses of materials through spills to the municipal sewer.
- (j) *Special agreements of City with industrial users.* No statement contained in this article shall be construed as preventing any special agreement or arrangement between the City and any industrial concern whereby an industrial waste of unusual strength or character may be accepted by the City for treatment.

(Code 1997, § 15-105)

Sec. 36-97. - Penalty for destruction of wastewater facilities.

No person shall maliciously, willfully or negligently break, damage, destroy, uncover, deface or tamper with any structure, appurtenance or equipment which is a part of the wastewater facilities. Any person violating this section shall be subject to immediate arrest under a charge of disorderly conduct.

(Code 1997, § 15-106)

Sec. 36-98. - Powers and authority of inspectors.

- (a) *Approval of private systems.* All private wastewater septic tank disposal systems must be approved by the county health department and the City Building Inspector. Please refer to section 36-94.
- (b) *Entry of property for inspection, observation, measurement, sampling and testing.* The superintendent and other duly authorized employees of the City shall be permitted to enter all properties for the purposes of inspection, observation, measurement, sampling and testing pertinent to discharges to the community system in accordance with the provisions of this article.
- (c) *Privileged information.* The superintendent or other duly authorized employees are authorized to obtain information concerning industrial processes which have a direct bearing on the kind and source of discharge to the wastewater collection system. The industry must establish that the revelation to the public of the information in question might result in an advantage to competitors.

(Code 1997, § 15-107)

Secs. 36-99—36-124. - Reserved.



North Emory Street Sewer Project Information Sheet

On September 18th, the Oxford City Council adopted a new plan that outlines the costs homeowner's will incur to connect to the new sewer line. The purpose of this handout is to inform you of the newly-adopted plan that the city is offering to the homeowners of the 42 affected homes.

What is the New Plan?

- If homeowners connect to the sewer line before December 23, 2023, then they will receive a \$1,800 credit toward their tap fee. However, if a homeowner chooses not to tap within the established timeframe, then they will not receive this incentive. The current tap fee is listed at \$3,600.
- In exchange for the easement, the city will credit homeowners up to \$1,800 of the costs for having a plumber connect their house to the sewer system and close their septic tank.
- If homeowners are unable to pay up front for the tap fee, they can make monthly a minimum monthly payment of \$20.00 plus a \$2.00 fee for 60 months, or until the tap fee is paid in full.
- Homeowners are required to tap when their current septic system fails and requires a permit from the county health department to repair.

What is the New Plan? (cont.)

FEE SCHEDULE	B
CONNECT BEFORE	12/23/2023
TAP FEE	\$3,600
INCENTIVE TO CONNECT	\$1800 Credit Toward Tap Fee
IF EASEMENT IS REQUIRED TO CROSS PROPERTY TO INSTALL SEWER LINE	\$1800 Credit Toward Tap Fee
PLUMBING COST TO CONNECT TO SEWER	Homeowner's Responsibility
CREDIT PLAN - Minimum Monthly Payment of \$20.00 plus \$2.00 fee	60 equal monthly payments plus \$2.00 monthly fee
MANDATORY CONNECTION REQUIRED	When septic systems fails and requires health department permit to repair

Who may I speak with if I have more questions?

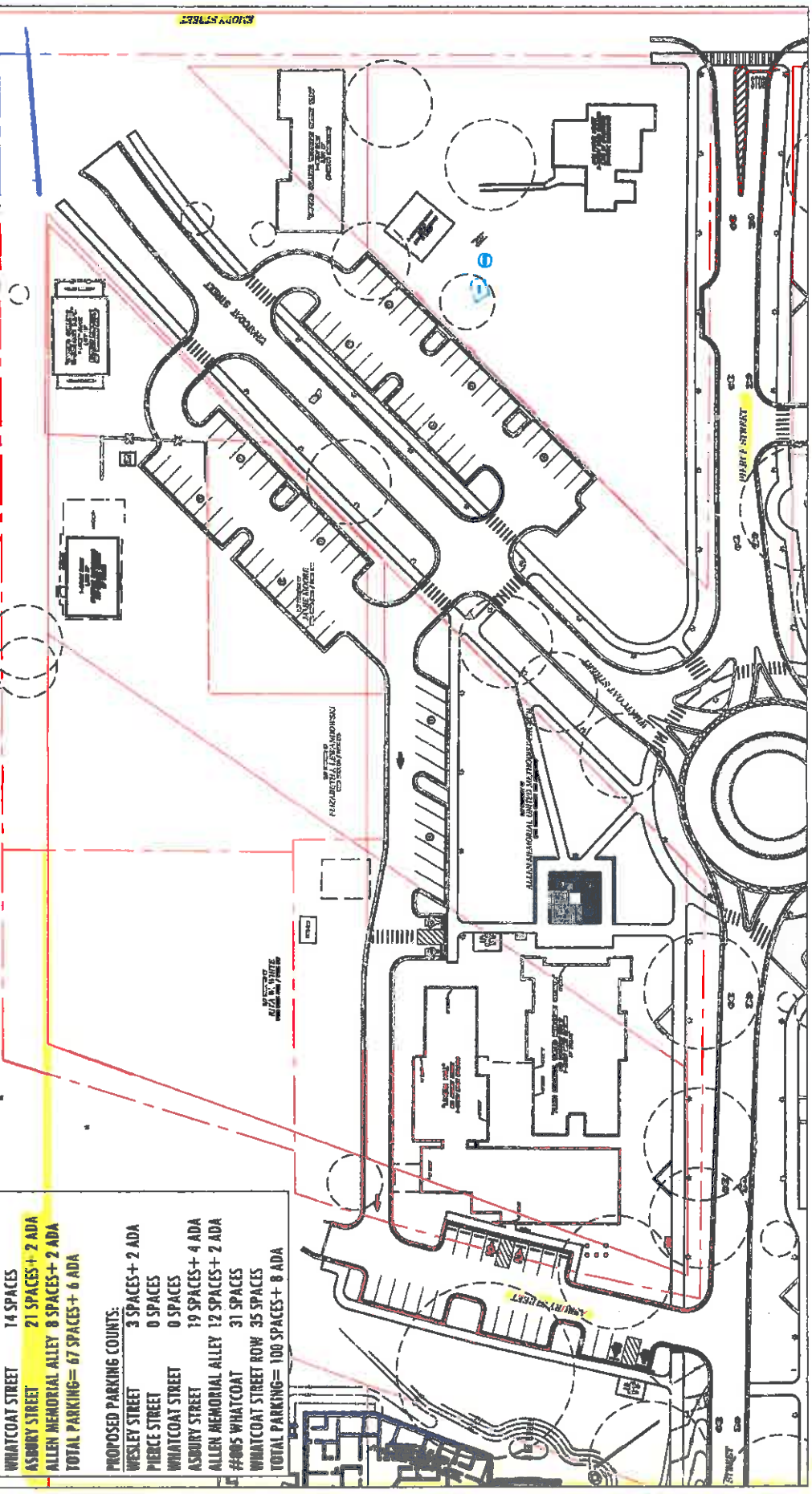
If you have additional questions, please contact:

Matthew Pepper, 770-786-7004, mpepper@oxfordgeorgia.org

Jody Reid, jreid@oxfordgeorgia.org

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EXISTING PARKING COUNTS:	
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WESLEY STREET	3 SPACES+ 2 ADA
PIERCE STREET	0 SPACES
WHATCOAT STREET	0 SPACES
ASBURY STREET	19 SPACES+ 4 ADA
ALLEN MEMORIAL ALLEY	12 SPACES+ 2 ADA
##005 WHATCOAT	31 SPACES
WHATCOAT STREET ROW	35 SPACES
TOTAL PARKING=	100 SPACES+ 8 ADA



OSFORD COLLEGE OF EMORY UNIVERSITY
PIERCE STREET IMPROVEMENTS- PARKING COUNTS

W WARSLEY ASSOCIATES LANDSCAPE ARCHITECTS, INC.
 DATE: 06.15.17
 SCALE: 1"=40'
Kimley»Horn

**STATE OF GEORGIA
COUNTY OF NEWTON**

**INTERGOVERNMENTAL AGREEMENT BETWEEN
NEWTON COUNTY AND THE CITY OF OXFORD
REGARDING IMPROVEMENTS TO GREENE STREET**

THIS AGREEMENT made and entered into this ____ day of _____, 2017, by and between **NEWTON COUNTY**, a political subdivision of the State of Georgia, acting by and through its Board of Commissioners (hereinafter referred to as “the County”), and **THE CITY OF OXFORD**, a municipal corporation chartered under the laws of the State of Georgia, acting by and through its Mayor and Council (hereinafter referred to as “Oxford” and collectively with “County” referred to as the “Parties”).

W I T N E S S E T H:

WHEREAS, Greene Street is in need of repair; and

WHEREAS, the repair of this street is expected to use approximately 170 tons of asphalt with trucking at an estimated cost of \$16,500; and

WHEREAS, Oxford is willing to expend its GDOT Local Maintenance and Improvement Grant (LMIG) towards repairing this street; and

WHEREAS, Oxford has requested the County participate in the repairing of this street by providing the labor and equipment needed for the project; and

WHEREAS, the Parties, through their respective governing authorities, have found and declare it to be in the best interest of the Parties, their citizens, and taxpayers to enter into this agreement;

NOW THEREFORE, for and in consideration of the premises and of the mutual covenants herein contained and by virtue of the power and authority granted to the County and Oxford by virtue of Article IX, Section III, Paragraph I of the 1983 Constitution of the State of Georgia, the Parties do hereby covenant, contract and agree as follows:

1. LEGAL AUTHORITY

This instrument shall constitute a binding, legal contract by and between the parties hereto, in accordance with the authority granted by Article IX, Section III, Paragraph I of the 1983 Constitution of the State of Georgia. The Parties each covenant that they have the requisite legal authority to provide the services, perform the functions, and otherwise do all things necessary, convenient and expedient to carry out the obligations and responsibilities herein set forth, either expressly or by reasonable implication. Furthermore, during the term of this

Agreement, the Parties agree to exercise good faith and best efforts to fund such undertaking sufficiently. The Parties further covenant to cooperate fully with one another in the joint undertakings required to further the spirit and intent of this Agreement, including defending the validity and enforceability of this Agreement in any proceeding, in which it may be contested.

2. TERM OF AGREEMENT

This Agreement shall commence upon its approval by the respective governing bodies of the County and Oxford and shall continue for the time it takes to repair Greene Street, but in no event shall the term of the Agreement exceed the term allowed for intergovernmental contracts by Article IX, Section III, Paragraph I (a) of the 1983 Georgia Constitution.

3. SCOPE OF THE PARTIES' DUTIES

- 3.1 Oxford shall expend GDOT Local Maintenance and Improvement Grant (LMIG) funds and additional funds from its Capital Projects Fund, if needed, towards the purchase of all materials needed to repair Greene Street.
- 3.2 The County shall provide the labor and equipment to repair said street.
- 3.3 While said street is being repaired, Oxford shall provide assistance with traffic control as requested by the County.

4. ASSIGNMENT

Neither party shall assign this Agreement without the prior express written consent of the other party hereto.

5. INDEMNIFICATION AGREEMENTS

- 5.1 In addition to any other requirement of this Agreement, to the extent allowed by law, the County hereby agrees to defend, indemnify and hold harmless Oxford, its officers, employees, and agents from and against any and all losses, damages, costs, expenses, legal costs or attorney's fees, if, at any time during the term of this Agreement, any extension or renewal thereof, and for a reasonable time thereafter, any party shall make any claim or file any action against Oxford or any official, employee, or agent thereof, for any loss or damage caused or said to be caused by any act of the County intended to carry out any provision of the Agreement. The County further agrees to release, indemnify defend and hold harmless Oxford, its officers, employees, and agents from any injury (including death) loss, claim, demand, liability or damages sustained by the County, its officers, employees, agents, successors, assigns and subcontractors as a result of this Agreement.

5.2 In addition to any other requirement of this Agreement, to the extent allowed by law, Oxford hereby agrees to defend, indemnify and hold harmless the County, its Commissioners, employees, and agents from and against any and all losses, damages, cost, expenses, legal costs or attorney's fees, if, at any time during the term of this Agreement, any extension or renewal thereof, and for a reasonable time thereafter, any party shall make any claim or file any action against the County or any official, employee, or agent thereof, for any loss or damage caused or said to be caused by any act of Oxford intended to carry out any provision of the Agreement. Oxford further agrees to release, indemnify, defend and hold harmless the County, its commissioners, employees, and agents from any injury (including death) loss, claim, demand, liability or damages sustained by Oxford, its officers, employees, agents, successors, assigns and subcontractors as a result of this Agreement.

6. DEFAULT

The Parties expressly acknowledge and agree that the obligation of each party to keep, observe and perform its covenants as herein set forth is specifically conditioned upon the other party's keeping, observing and performing its covenants as also herein set forth and failure of any party to do so shall constitute an event of default hereunder.

7. TERMINATION

This Agreement may only be terminated in accordance with the provisions of Section 10 below.

8. SEVERABILITY

Should any provision or portion of any provision of this Agreement be held invalid by a court of competent jurisdiction, the remainder of this Agreement or the remainder of such provision shall not be affected thereby.

9. ENTIRE CONTRACT

This Agreement embodies and sets forth all the provisions, agreements and understandings between the parties. Notwithstanding anything contained herein to the contrary, any other agreements between the parties shall remain in full force and effect.

10. MODIFICATION

No subsequent alteration, amendment, modification or change or addition to this Agreement shall be binding upon the Parties unless the same is reduced to writing and signed, sealed and delivered by the Parties.

11. WAIVER

No delay or omission of either party to exercise any right or power accruing upon any default shall impair any such right and power or shall be construed to be a waiver thereof, but any such right and power may be exercised from time to time as often as may be deemed expedient. In the event any covenant contained in this Agreement shall be breached by any party and thereafter waived by the other party, such waiver shall be limited to the particular breach so waived and shall not be deemed to waive any other breach hereunder.

12. COUNTERPARTS

This Agreement may be executed in two or more counterparts, each of which shall be an original and all of which shall constitute but one and the same instrument.

13. NOTICE

For the purpose of notices, reports and other writings called for by this Agreement or delivered between the parties because of this agreement, the Parties' addresses shall be as follows:

Newton County Board of Commissioners
1124 Clark Street
Covington, Georgia 30014

The City of Oxford
110 West Clark Street
Oxford, Georgia 30054

14. INCORPORATION INTO MINUTES

By execution of this Agreement, each party hereto warrants, represents and covenants that notice of the execution of this Agreement shall be spread upon the minutes of action of each respective party and a copy of this Agreement attached hereto and incorporated therein by express reference hereto.

IN WITNESS WHEREOF, the parties hereto, pursuant to authorizing resolutions duly passed and recorded in their respective minutes of action, have hereunto signed, sealed and delivered this Agreement in duplicate original on the day and year first above written.

NEWTON COUNTY, GEORGIA

BY: _____
Marcello Banes, Chairman

Date

ATTEST: _____
Jackie Smith, County Clerk

THE CITY OF OXFORD

BY: _____
Hon. Jerry D. Roseberry, Mayor

Date

ATTEST: _____
Lauran Willis, City Clerk

[CITY SEAL]