

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

MEMBERS PRESENT: JERRY D. ROSEBERRY, MAYOR; COUNCIL MEMBERS: GEORGE HOLT; JIM WINDHAM; FRANK DAVIS; DAVID EADY; LYN PACE; COUNCIL MEMBER TERRY SMITY ATTENDED VIA TELECONFERENCE

OTHERS PRESENT: Bob Schwartz, City Manager; Lauran Willis, City Clerk; Dave Harvey, Police Chief; Sarah Davis, Patsy Burke, Hoyt Oliver, LaTrelle Oliver, Erik Oliver

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

Pledge of Allegiance

A motion was made by Holt, seconded by Eady to accept the Agenda of the July 1, 2013 Mayor and Council Special Called Meeting. The Council vote was unanimous. Attachment A

Mayor Roseberry announced Walter Snipes as Honorary Councilmember for July 2013. Mr. Snipes was unable to attend the meeting. Mayor Roseberry presented a Proclamation to be delivered to Mr. Snipes by Councilman Lyn Pace. Attachment B

A motion was made by Pace, seconded by Eady for the approval of the Minutes of the Special Called Meeting held June 17, 2013. The Council vote was unanimous. Attachment C

PLANNING COMMISSION RECOMMENDATIONS/PETITIONS

Patsy Burke gave a brief summary of the draft minutes of the May 14, 2013 Planning Commission meeting.

CITIZENS COMMENTS/CONCERNS:

LaTrelle Oliver announced the Trees, Parks, Recreation Board has a workshop and tree pruning scheduled at the George Street Park and they will be pruning 5-7 cherry trees along Fletcher Street.

Erik Oliver reminded all of the July 3rd Picnic at Old Church beginning at 6:00 pm. As a reminder of his proposal of April 8, 2013 Erik informed council he has signed a contract with Arcadia Publishing.

Mayor's Report

Mayor Roseberry announced he is watching the weather. Due to the forthcoming extreme conditions announced by the National Weather Bureau, he will make a decision regarding the 4th of July Parade later in the week.

Bob Schwartz/City Manager

City Manager Bob Schwartz announced the ladies in the office have been working hard in closing out the 2012-2013 Fiscal year. Today marks the first day of the new 2013-2014 Fiscal Year and new budget.

City Attorney/David Strickland

No report

George Holt**Finance/Oversight/Personnel**

Council Member George Holt announced we have published the Five Year history on the millage rate which indicates the 2013 millage at the Rollback rate set at 7.85. He announced council will be expected to vote on the millage rate set at the Rollback rate at a Special Called Meeting on July 15, 2013.

Lyn Pace**Cemetery/Public Safety**

A motion was made by Pace, seconded by Davis for the approval to purchase of replacement police vehicle for the Police Department (2013 Ford Police Interceptor) from Allan Vigil Ford in the amount of \$23,906.00. The remainder of the balance of the budgeted amount will be used to purchase the light package and cage for the new vehicle. The radar, radio, and video camera will be transferred from the old vehicle. The council vote was unanimous. Attachment D

James H. Windham**Buildings & Grounds/Parks/Trees**

Council Member Jim Windham presented a memo summarizing the proposals for the installation of HVAC in the old city hall fire station. Oxford College will be using the leased space for an art studio. After much discussion and agreement that the funding for the HVAC system will be added to the 2013-2014 Capital Projects Fund budget as an amendment for (Town Center HVAC) amended July 1, 2013.

A motion was made by Windham, seconded by Eady to accept the bid from Air Condition Specialist in the amount of \$9,862.00 for the purchase and installation of the HVAC system in the old city hall fire station. The council vote was unanimous. Attachment E

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

VENDOR	DESCRIPTION	AMOUNT
AT & T	Phone Services for Police Dept./City Hall & Mtnc. Facility	1,032.71
GMEBS Retirement Trust	Employees Retirement Fund for (June)	6,167.50
GMA	2013-2014 Membership Dues	1,287.55
Humana	Employees Health Insurance (July)	7,259.03
Newton County Water & Sew	Plant Operations & Maintenance	7,241.07
Newton County Commissioner	Water Purchase Cornish Creek	11,885.00
Northeast Georgia Regional	FY2014 per capita dues based on 2010 Census	2,134.00
Southeastern Power Admin	SEPA Energy Cost (May)	3,292.09
<u>PURCHASES/CONTRACT LABOR</u>		
Apollo Staffing	Temp Services Week Ending 5/6- 5/12	1,346.56
Apollo Staffing	Temp Services Week Ending 5/13- 5/19	1,278.72
Apollo Staffing	Temp Services Week Ending 5/20 - 5/26	1,030.92

Apollo Staffing	Temp Services Week Ending 5/27 - 6/2	1,036.60
Apollo Staffing	Temp Services Week Ending 6/3 – 6/9	1,327.70
Apollo Staffing	Temp Services Week Ending 6/10 – 6/16	1,127.48
Hathorn, Steven A.	Legal Services April – June	1,250.00
HD Supply	Supplies for George Street Electric Project	4,820.20
Strickland & Strickland	Legal/Professional (May)	1,115.00
Technical Forestry Services	Consulting Services and Reimbursement for handouts & trees	1,556.03
<u>APPROVED CONTRACTS</u>		
Tres Thomas	Storm Water Reporting Services	3,500.00
D+E=Design+Environment	Professional Svc George & Whatcoat Street	1,123.00
Municipal Code Corp	Legal Manuscript	1,095.00

A motion was made by Davis, seconded by Holt for the approval of the invoices. The council vote was unanimous.

A motion was made by Holt, seconded by Windham to adjourn the meeting at 7:20 p.m. The council vote was unanimous.

Respectfully submitted,

Lauran Willis
City Clerk