

**NORTH CAROLINA
GRANVILLE COUNTY
CITY OF OXFORD**

**OXFORD CITY HALL, BOARD MEETING ROOM,
MONDAY, MARCH 6, 2006 AT 5:45 PM**

The Mayor and Board of Commissioners of the City of Oxford met for an Agenda Session at City Hall, 300 Williamsboro Street at the above-mentioned time and place.

Present: Mayor Alvin Woodlief, Jr.
Commissioner S. Quon Bridges
Commissioner Paul Kiesow
Commissioner Howard G. Herring, Sr.
Commissioner Chance Wilkinson
Commissioner Stephen C. Powell
Commissioner Robert Shope
Commissioner Robert B. Williford, Sr.

Present also were City Manager Thomas S. Marrow, City Clerk Tanya S. Weary and Deputy Clerk Donna B. Hosch.

All members of the board and local news media were notified of the time, place and purpose of the meeting.

Mayor Woodlief called the meeting to order.

AGENDA SET – MARCH 21, 2006

The Board of Commissioners set the agenda for the March 21, 2006 meeting.

ADJOURNMENT

There being no further business, Mayor Woodlief adjourned the meeting.

**NORTH CAROLINA
GRANVILLE COUNTY
CITY OF OXFORD**

OXFORD CITY HALL, BOARD MEETING ROOM,

TUESDAY, MARCH 21, 2006 AT 7:00 PM

The Mayor and Board of Commissioners of the City of Oxford met for Regular Session at City Hall, 300 Williamsboro Street at the above-mentioned time and place.

Present: Mayor Alvin Woodlief, Jr.
Mayor Pro Tem Howard G. Herring, Sr.
Commissioner S. Quon Bridges
Commissioner Paul Kiesow
Commissioner Chance Wilkinson
Commissioner Stephen C. Powell
Commissioner Robert Shope
Commissioner Robert B. Williford, Sr.

Present also were City Attorney J. Thomas Burnette, City Manager Thomas S. Marrow, City Clerk Tanya S. Weary and Deputy Clerk Donna B. Hosch.

All members of the board and local news media were notified of the time, place and purpose of the meeting.

Mayor Woodlief called the meeting to order.

Reverend Phillip Betts gave the prayer.

The Pledge of Allegiance followed the prayer.

PUBLIC COMMENT

No one from the audience signed the sign up sheet requesting to speak during Public Comment.

MAYOR'S YARD OF THE MONTH AWARD -
MAC & EVE HARRIS – MARCH'S RECIPIENTS

Mayor Woodlief recognized March's Mayor's Yard of the Month winners, Mac and Eve Harris, who were unable to attend the meeting. Mayor Woodlief read the certificate, which recognizes them for their outstanding job of landscaping maintenance and overall attractiveness of 224 Main Street. He added that a sign would be placed in their yard recognizing them as the winners for Mayor's Yard of the Month and that a picture would be taken for the *Oxford Public Ledger*.

**ZONING PUBLIC HEARING – REZONE 901, 903, 905,
907, 909, 913 & 915 COLLEGE STREET**

Mayor Woodlief declared the public hearing open. He noted the purpose of the public hearing was to allow for public input on the question of rezoning 901, 903, 905, 907, 909, 913 and 915 College Street from R-6 (one and two family residential) to B-3 (General Business). The dwellings are located between Roxboro Road and Hicksmill Road.

City Manager Marrow noted the rezoning requests have gone before the Planning Board and the Planning Board recommends rezoning this property. He noted area residents have been contacted and proper notice has been given. He added most people are in favor of the rezoning.

No one from the audience wished to speak.

Mayor Woodlief closed the public hearing.

**ZONING ORDINANCE AMENDED – REZONE 901, 903, 905,
907, 909, 913 & 915 COLLEGE STREET**

Commissioner Herring motioned to rezone 901, 903, 905, 907, 909, 913 and 915 College Street from R-6 (one and two family residential) to B-3 (General Business). Commissioner Shope seconded the motion. The motion passed unanimously.

**ZONING PUBLIC HEARING – REZONE OLD AVNET, OXFORD
PRINTING & CRISTEX BUILDINGS FROM I-1 TO I-2**

Mayor Woodlief declared the public hearing open. Mayor Woodlief noted the purpose of the public hearing was to allow for public input on rezoning the Avnet building, Oxford Printing building and Cristex building from I-1 to I-2.

City Manager Marrow explained the buildings are vacant or are being marginally used. The buildings are currently nonconforming as far as minimum lot sizes and setbacks are concerned. He added the uses of these buildings have changed over the years to a point where it is difficult to market them if the zoning is not correct (no bank will finance them). City Manager Marrow informed that all the adjoining industries such as Ideal Fastener, Certainteed, Bandag, etc. are zoned I-2. He noted the rezoning would help in locating new industries in the vacant buildings.

Commissioner Bridges asked if there are any prospects? City Manager Marrow replied one might be of interest. He added the buildings are being shown.

No one from the public wished to speak.

Mayor Woodlief closed the public hearing.

**ZONING ORDINANCE AMENDED - OLD AVNET, OXFORD
PRINTING & CRISTEX BUILDINGS REZONED FROM I-1 TO I-2**

Commissioner Bridges motioned to rezone the Avnet building, Oxford Printing building and Cristex building from I-1 to I-2. Commissioner Kiesow seconded the motion and carried unanimously.

DOWNTOWN BEAUTIFICATION – REQUEST OF PLANTERS & BENCHES

Mayor Woodlief recognized the members of the Revitalization Oxford Committee: Maureen Taylor and her two sisters; Gary & Kathy Weaver; Vickie Bradsher and Mary J. Branch.

Maureen Taylor noted the purpose of the presentation is to improve the appearance of downtown Oxford. She explained the Revitalization Committee has been meeting since Fall 2005 to discuss ways that ordinary citizens of Oxford and Granville County could assist in reenergizing the downtown and ultimately restoring economic prosperity. She asked how could you get shoppers from Oxford and outside the area to come to downtown? Ms. Taylor responded the appearance of the downtown area by installing colorful planters and benches in the area to invite shoppers to linger and enjoy an attractive downtown.

Ms. Taylor proposed for the City to replace existing planters with larger, attractive planters and place benches along Main, College and Williamsboro Streets. The planters will improve the appearance of downtown with seasonal flowers and promote shopping with attractive sidewalks to increase the number of shoppers. She added benches would encourage shoppers to relax and enjoy an attractive downtown. A poster board was presented as to where the planters and benches would be placed. The benches would be placed in front of Stovall's on the Williamsboro side, in front of the new bank, and in front of Oxford Floral & Framing. She added benches are already in front of the Courthouse. She explained planters would be placed in intervals westward along Hillsboro Street as far as Family Dollar. Planters would be on the corners of Linden Avenue, Granville and Orange Street and Hillsboro. She suggested a bench be placed in front of the cemetery on Williamsboro Street. Ms. Taylor told that planters would be placed as far as Capital Bank placed at intervals on the north side of Williamsboro. She added

south of the courthouse on Main Street, planters would be placed at the corner of Court Street, Littlejohn Street and in front of Lodos (a bench also here). Cost estimates follow:

PLANTERS (EACH)

30"x23"x25" round fiberglass planter	\$524
Potting soil (approx. 10 cu ft)	\$11
Shrubs & flowers (12)	\$68
TOTAL	\$603

BENCHES (EACH)

6ft bench (to match existing benches)	\$796
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An example of the planter was presented to the Board. Ms. Taylor added the planters would be changed for each season. She proposed purchasing 26 planters as presented at a cost of \$21,250 and replacement plants for spring, summer and fall at \$50 each which equals \$3,900 (annual cost). These estimates exclude labor, taxes and shipping. She asked to make downtown Oxford a cheerful and colorful place to visit.

Commissioner Bridges asked who would maintain the planters? Ms. Taylor replied Kenny Manning and his crew would exchange the plants and maintain them, such as watering.

Commissioner Kiesow asked if the presentation had been presented to the Downtown EDC? Ms. Taylor responded yes and that the board supports it.

Commissioner Powell asked if the proposed numbers were given for financial reasons or does the City need to do more? Ms. Taylor explained it would be better if the number could be doubled and it would make downtown quite lovely.

Mayor Woodlief noted that once the project is started, other organizations might want to share in the cost. He explained several organizations have offered to help pay for this. He explained that the merchants also have agreed to help water the planters, but believes it would be best for Kenny Manning and his crew to water/maintain them.

Commissioner Powell commented if you do not have enough planters, you would not get the impact to be successful. Ms. Taylor and the committee agreed.

Commissioner Shope asked if the Committee had looked at merchants adopting a planter to maintain. Ms. Taylor noted they had not looked at this.

Mayor Woodlief thanked Ms. Taylor and the committee for the presentation.

FINANCIAL REPORT – FEBRUARY 2006

Finance Officer Stephen McNally supplied the Board with a copy of the February 2006 financial report that included General Fund actual revenues of \$323,940 actual expenses of \$542,184; Water Fund actual revenues of \$840,008, and actual expenses of \$561,630 and Other actual revenues of \$49,257 and actual expenses of \$136,770. The subtotals to date are General Fund actual revenues of \$4,862,114 and actual expenses of \$4,362,844; Water Fund actual revenues of \$6,333,063 and actual expenses of \$6,191,538; Other actual revenues of \$663,334 and actual expenses of \$437,709. Mayor Woodlief noted that if there were not any questions concerning the report, Finance Director McNally would be in his office tomorrow for any questions.

PARKING LOT & STREET CLOSING APPROVED – CHAMBER SPONSORED EVENT (ALIVE AFTER FIVE)

Commissioner Bridges motioned to approve the request by the Granville County Chamber of Commerce to close Littlejohn Street parking lot and restrict parking on Littlejohn Street from 12:00 Noon on Wednesday, May 10 through Thursday, May 11 until 9:00 PM and from 12:00 Noon on Wednesday, September 27 through Thursday, September 28 until 9:00 PM; close Littlejohn Street and Gilliam Street (from Williamsboro Street to Spring Street) from 4:30 PM to 9:00 PM on the days of the event; provide additional trash receptacles and pickup; provide electrical needs; and provide fire and police protection on Thursday, May 11 and Thursday,

September 28, 2006 for the Alive After Five events. Commissioner Williford seconded the motion. The motion passed unanimously.

AGREEMENT WITH DEWBERRY & DAVIS APPROVED – ADDITIONAL SERVICE & ADMINISTRATION FOR THE WWTP UPGRADE

City Manager Marrow noted that City Staff has reviewed and approved all change orders to date from the contractor and Dewberry & Davis. He added the City would be charging off the Dewberry & Davis change order to the contractor who was responsible for the extra engineering services due to the faulty concrete.

Commissioner Bridges asked if this would cost the City anything? City Manager Marrow explained that at the very end the overall cost of the WWTP upgrade has been reduced by several thousand dollars.

Commissioner Kiesow explained that in the past if additional engineering services were needed, this was charged to the contractor. He added Dewberry & Davis followed what was suggested.

Commissioner Kiesow motion to approve the agreement with Dewberry & Davis for construction service and administration for the WWTP upgrade in the amount of \$17,680 as presented by City Manager Marrow. Commissioner Wilkinson seconded the motion. The motion passed unanimously.

RESOLUTION ADOPTED – FINANCING TERMS WITH BB&T

Commissioner Wilkinson, Finance Committee Chairman, explained the vehicles are already budgeted for and the resolution is to approve the financing terms. City Manager Marrow noted that the City purchases vehicles on State contract and it takes time; therefore the delay in approving the financing terms.

Commissioner Herring motioned to adopt the resolution approving financing terms in the amount of \$84,280.00 with BB&T for two Police vehicles, one truck for the Engineering Department and one truck for Buildings & Grounds. Commissioner Wilkinson seconded the motion. The motion passed unanimously.

RESOLUTION APPROVING FINANCING TERMS

WHEREAS, the City of Oxford (the "City") has previously determined to undertake a project for various vehicles, and the Finance Officer has now presented a proposal for the financing of such project;

BE IT THEREFORE RESOLVED that:

1. The City hereby determines to finance the Project through Branch Banking and Trust Company ("BB&T"), in accordance with the proposal dated February 10, 2006. The amount financed shall not exceed \$84,280.00, the annual interest rate (in the absence of default or change in tax status) shall not exceed 3.84%, and the financing term shall not exceed 36 months from closing.

2. All financing contracts and all related documents for the closing of the financing (the "Financing Documents") shall be consistent with the foregoing terms. All officers and employees of the City are hereby authorized and directed to execute and deliver any Financing Documents, and to take all such further action as they may consider necessary or desirable, to carry out the financing of the Project as contemplated by the proposal and this Resolution. The Financing Documents shall include a Financing Agreement and a Project Fund Agreement as BB&T may request.

3. The Finance Officer is hereby authorized and directed to hold executed copies of the Financing Documents until the conditions for the delivery of the Financing Documents have been completed to such Officer's satisfaction. The Finance Officer is authorized to approve changes to any Financing Documents previously signed by City officers or employees, provided that such changes shall not substantially alter the intent of such documents or certificates from the intent expressed in the forms executed by such officers. The Financing Documents shall be in such final forms, as the Finance Officer shall approve, with the Finance Officer's release of any Financing Document for delivery constituting conclusive evidence of such Officer's final approval of the Documents' final form.

4. The City shall not take or omit to take any action the taking or omission of which shall cause its interest payments on this financing to be includable in the gross income for federal income tax purposes of the registered owners of the interest payment obligations. The City hereby designates its obligations to make principal and interest payments under the Financing Documents as "Qualified tax-exempt obligations" for the purpose of Internal Revenue Code Section 265(b)(3).

5. All prior actions of City officers in furtherance of the purposes of this resolution are hereby ratified, approved, and confirmed. All other resolutions (or parts thereof) in conflict with this Resolution are hereby repealed, to the extent of the conflict. This Resolution shall take effect immediately.

Approved this 21st day of March, 2006.

GRANVILLE COUNTY COMPREHENSIVE TRANSPORTATION PLAN & CITY OF OXFORD THROUGHFARE PLAN SENT TO PROPERTY COMMITTEE TO STUDY

City Manager Marrow noted a thoroughfare plan was done in 1997 with the Department of Transportation. He noted the study included surveys, demographic and traffic counts, economic development trends and growth areas. He stated a lot has not changed since the study. He explained the Granville County Transportation Committee would like to have a final recommendation in the next 30 days.

Commissioner Kiesow noted the plan is not outlined in the map clearly. He recognized the City's map is terrible and the County's is great. He suggested that a committee should look at the plan. He recognized that it does not state how the Hub, Oxford Park, lakes, Lexington Park, industrial changes and rumors of a College would affect the plan.

Mayor Woodlief asked for the Property Committee to study the Granville County Comprehensive Transportation Plan and revision to the existing City of Oxford Thoroughfare plan and report at April's Regular Session meeting. A consensus of the Board of Commissioners was taken and it was agreed to send this item to the Property Committee to review.

**BUDGET AMENDMENT APPROVED – SOFTWARE FOR
HAND HELD METER READING DEVICES**

City Manager Marrow explained the City is in the process of moving its water billing system from an IBM 36 mainframe to an IBM AS400. He noted software upgrades are needed for water and sewer billing.

Commissioner Kiesow asked if this was the same budget amendment that was approved last month? City Manager Marrow noted that the Board approved the purchase of 2 handheld meter-reading devices and software is needed to allow for the meter readers to download from a remote site.

Commissioner Herring motioned to approve a budget amendment in the amount of \$4,000.00 from the Water Fund to fund additional software needed for two hand held meter reading devices as well as additional modifications made to the water/sewer billing system. Commissioner Shope seconded the motion. The motion passed unanimously.

BUDGET AMENDMENT

ACCT. NO.	DESCRIPTION	INCREASE	DECREASE
030720193	Coley Andrews – computer	\$4,000.00	
030399000	APP Fund Balance	\$4,000.00	

**BID AWARDED FOR 12” WATER LINE – NEW COLLEGE/GILLIAM
STREETS FROM RECTORY TO SPRING STREET**

City Manager Marrow explained the 12” water line project along New College/Gilliam Streets from Rectory to Spring Streets is the final stage in connecting with the inter loop water line. He noted to equalize pressure across the City, an inter loop water line is needed. He informed Davis, Martin & Powell estimated the project during last year’s budget process to cost approximately \$275,000. He added DMP revised the cost to between \$300,000 to \$325,000 due to the increase in pipe, etc. City Manager Marrow noted competitive bids were received and the

lowest bid came in at \$490,061.15. He reported an aggravation factor was put on the project due to the old infrastructure in New College Street and under Williamsboro Street. He explained the project is extremely complex due to old existing storm drains which were in the way of the water line, other existing gas lines, the depth of the project, boring under Williamsboro (at the widest part) traffic congestion, etc. He added that the contractor would need to go 12 feet under the storm drains and reconnect all existing water services to businesses and homes. He recommended not completing the next sewer project in this funding cycle (which is another part of Foundry Branch). He commented this would give the City enough money to fund this project.

Commissioner Kiesow, Chairman of the Public Works Committee, noted the committee had not discussed this, but he supports the project. He added the project is necessary.

Commissioner Kiesow motioned to award the bid to the lowest bidder, Chris Rider, Inc. in the amount of \$490,061.15 for the 12" water line project along New College/Gilliam Streets from Rectory to Spring Streets. Commissioner Herring seconded the motion.

Commissioner Bridges recognized the City paid DMP a lot of money to give estimated costs. He commented DMP should have taken the lines, etc. into consideration when estimating the project. He noted he was not happy with the differences in cost. Commissioner Wilkinson responded that the highest bid was \$699,083.10 and felt if this project was put out for bids again the City would not see any difference in costs.

Commissioner Kiesow motioned to award the bid to the lowest bidder, Chris Rider, Inc. in the amount of \$490,061.15 for the 12" water line project along New College/Gilliam Streets from Rectory to Spring Streets. Commissioner Herring seconded the motion. Commissioners Kiesow, Herring, Wilkinson, Powell, Shope and Williford voted in favor of the motion. Commissioner Bridges voted against. The motion passed 6-1.

BUDGET AMENDMENT APPROVED – CIP RADIO IMPROVEMENT

City Manager Marrow stated the funds are for 2 VIPER radios for the Fire Department. He noted the radios are not available for purchase at this time.

Commissioner Herring motioned to approve a budget amendment in the amount of \$6,500.00 made payable to the General Fund to recognize funds received from the County for the CIP radio improvement. Commissioner Kiesow seconded the motion. The motion passed unanimously.

BUDGET AMENDMENT

ACCT. NO.	DESCRIPTION	INCREASE	DECREASE
010353150	CIP RADIO IMP FROM COUNTY	\$6,500.00	
010399000	APP Fund Balance		\$6,500.00

ZONING PUBLIC HEARING SET – APRIL 11, 2006 AT 7:00 PM – AMEND ZONING ORDINANCE – ALLOW A VOCATIONAL SCHOOL IN R-6 ZONING DISTRICT

Commissioner Herring motioned to set a public hearing in conjunction with the April 11, 2006 Regular Session Board of Commissioners meeting beginning at 7:00 PM to consider an amendment to the Oxford Zoning Ordinance under the table of permitted uses to allow a vocational school in the R-6 Zoning District as a special use as requested by Xavier Wortham, Executive Director of the Oxford Housing Authority. Commissioner Kiesow seconded the motion. The motion passed unanimously.

REPORT ON BASKETBALL COURTS AT GRANVILLE STREET PARK

Commissioner Bridges, Recreation Committee Chairman, noted a meeting was held on February 24, 2006 and that the Committee wanted to begin focusing on a project. He noted basketball courts would keep young people active, while giving them something positive to do. He noted the issue for the committee was location. He commented conflicting information was

received on whether or not basketball courts should go back at Granville Street Park. Commissioner Bridges reported a public meeting was held on March 9 to discuss whether or not Granville Street Park would be a choice for basketball courts. He added an estimated 70 people attended. He commented he did some door to door to encourage attendance and the older citizens that live near Granville Street Park had opinions about basketball and appreciated the fact that the Board of Commissioners thought they were important and wanted to hear their voices. Commissioner Bridges reported around 80% of the people who spoke did not want basketball courts at Granville Street Park. He commented there is tremendous interest in making sure young people have something to do in the community. He recognized the renovation of tennis courts, the skateboard park, Hix complex and new developments in the area. He stressed it is time for the City to move forward by providing a good basketball facility.

ORIGINAL MOTION

Commissioner Bridges motioned to build a basketball court with a minimum of 6 goals that is paved with markings and fencing beside the Oxford Fire Department. He added it would be locked at certain hours and tournaments could be held. Commissioner Shope seconded the motion.

Commissioner Herring commented he supported the motion, but a completion date should be noted in the motion. Commissioner Bridges added to his motion the first of June 2006.

Commissioner Wilkinson recognized that the Board did not know the costs to build a basketball court with amenities. Commissioner Kiesow agreed. Commissioner Herring noted the Board should not micromanage the Recreation Department because they have the skills and expertise to build a basketball court.

SUBSTITUTE MOTION

Commissioner Wilkinson made a substitute motion to establish the exact location of the basketball court, how much it is going to cost with fencing and lighting and bring the cost estimates and a recommendation back to the Board for approval. Commissioner Kiesow seconded the motion. Commissioners Wilkinson, Kiesow and Powell voted in favor of the substitute motion. Commissioners Shope, Bridges, Williford and Herring voted against the substitute motion. The motion failed.

ORIGINAL MOTION RESTATED

Commissioner Bridges motioned to build a basketball court with a minimum of 6 goals that is paved with markings and fencing beside the Oxford Fire Department with a completion date of June 1, 2006. He added it would be locked at certain hours and tournaments could be held. Commissioner Shope seconded the motion. Commissioners Bridges, Shope, Herring and Williford voted in favor of the motion. Commissioners Kiesow, Powell and Wilkinson voted against. The motion passed 4-3.

STOVALL WATER LINE PROJECT UPDATE

Commissioner Kiesow, Public Works Committee Chairman, reported the Committee met with Mayor of Stovall Janet Parrott, Attorney Tom Currin and Commissioner Paul Munn and they asked if the City would leave its offer on the table. The City replied yes. He added Stovall met yesterday with the County and he is not sure of the outcome of the meeting. He reported County Manager Dudley Watts asked Mayor Parrott for a written request of what Stovall wanted. He stated the end result was that Stovall does not know what they want. Commissioner Kiesow suggested setting \$160,000 along with the County to match. At present time the County will match \$150,000.

City Manager Marrow noted Mayor Parrott would like to meet with the Public Works Committee before April 3 (next meeting of the Board of Commissioners). This would allow the Board to vote on the agreement with Stovall. He reported Stovall wants a separate agreement with Oxford and the County.

WELCOME TO OXFORD SIGNS REPORT

Commissioner Williford, Chairman of Property Committee, noted the two welcome to Oxford signs are budgeted. He reported markers are up illustrating the location of the sign at West Oxford School and at the Shell Station at J.F. Webb High School. Mayor Woodlief asked the Board to take a look at the sites. He recognized that landscaping would not be needed as the City had received a grant sometime ago for landscaping. He added Mike Hill would paint the signs at no charge to the City.

BUDGET AMENDMENT APPROVED – POLICE OVERTIME

City Manager Marrow noted the Oxford Police Department has numerous police officers and dispatchers out for various illnesses and other reasons. He added this has created a shortage of available personnel for a 24/7 operation. He explained the money would help provide incentives to have off duty officers to come back and work additional hours.

Commissioner Kiesow noted he did not disagree with the idea, but has concern about how it would affect other employees. City Manager Marrow noted he did not want to treat a department differently from another, but the Police Department is short of manpower. Commissioner Herring noted the only way to solve the problem is to hire someone else or pay the overtime. Mayor Woodlief noted Oxford's population had not changed. Commissioner Bridges recognized that crime had changed; therefore the need for officers. Commissioner

Williford asked if overtime had been paid in the past? City Manager Marrow replied through grant money.

Commissioner Kiesow noted comp time never changes and the number of hours was reduced several years ago. He suggested that the Finance Committee look at this again.

Commissioner Powell asked why people are out? Chief John Wolford noted for various illnesses and other reasons and all happened within the last 3 months. He recognized the use of overtime has assisted the department significantly.

Commissioner Shope asked if the police force had changed over the last 10-15 years. He added the department has had 31 sworn officers since 2001.

Mayor Woodlief commented Police and Fire Departments have to be looked at differently because they are 24/7 departments.

Commissioner Herring motioned to approve a budget amendment in the amount of \$5,000.00 made payable from the General Fund for police overtime. Commissioner Bridges seconded the motion. The motion passed unanimously.

BUDGET AMENDMENT

ACCT. NO.	DESCRIPTION	INCREASE	DECREASE
010510123	Overtime Wages	\$5,000.00	
010399000	APP Fund Balance	\$5,000.00	

LIBRARY EXPANSION PROPOSAL

City Manager Marrow noted the County continues to plan for the library expansion and has a need for additional parking. He reported County Manager Dudley Watts would like for the Board of Commissioners to agree in principal to the parking layout proposed. The parking layout includes 39 parking spaces, an increase from 16 existing spaces. He reported the existing exit would be used and preserves a portion of the Men's Garden Club.

City Manager Marrow noted City Attorney Burnette and Attorney Bill Hopper are working out the boundaries and ownership of property. He added quick claim deeds would be exchanged.

Commissioner Bridges asked for suggestions from the Revitalization Committee on how to beautify the gazebo at the Men's Garden Club.

Commissioner Kiesow asked for the Property Committee to decide the line between the City and County.

A consensus of the Board of Commissioners was taken and it was agreed to send this to the Property Committee for further study, decide on the ownership of the land between the City and County and report to the Board of Commissioners at April's Regular Session meeting.

WLUS 98.3 RADIO STATION – GENERATOR

City Manager Marrow noted the radio station would like to have a backup generator. He added that the radio station has also asked to install a satellite. Size is not known at this time. City Manager Marrow recommended City Attorney Burnette issue a contract holding the City harmless if something happens with the generator and charge the damage back to the radio station and the radio station lease the land in the amount of \$1.00.

A consensus of the Board of Commissioners was taken and it was agreed to allow the radio station to lease the land as proposed by City Manager Marrow for the installation of a generator.

ADD-ON ITEM

TREES AT OXFORD BAPTIST CHURCH

Mayor Woodlief asked to add an item to the agenda, discuss the three trees at Oxford Baptist Church. There was no opposition to adding this item.

Mayor Woodlief explained the City received a grant to redo the sidewalks on Main Street and there was some concern about the trees in front of Oxford Baptist Church. He added Mr. Davis came before the Board asking if the trees would or would not be removed. He commented he and the commissioners at that time assured him that the trees in front of the church would not be removed. Mayor Woodlief noted the trees were left in front of the church and the trees not in front of the church's educational building were pulled up. He noted he takes full responsibility and suggested replacing the three trees with a 3x larger tree. He added per Kenny Manning the cost would probably be \$200-\$300 more.

Commissioner Wilkinson noted there was a misunderstanding of the location and added the trees should be replaced with a bigger tree. He asked City Manager Marrow contact the church about the type of tree they want and to avoid any misunderstanding.

Commissioner Kiesow commented that if the trees were changed it would change the contract with the State. He supported the idea, but the idea of the trees coming down was part of the contract.

Commissioner Herring clarified if the tree would be of a different type or a larger tree. It was replied that it would be the same type of tree but larger.

A consensus of the Board of Commissioners was taken, it was agreed for City Manager Marrow and Buildings & Grounds Superintendent Kenny Manning contact Oxford Baptist Church and replace the three trees with larger trees.

BUDGET AMENDMENT APPROVED – GAS PUMP LINES

City Manager Marrow explained recently a State inspector found some piping that had started to corrode and told the City the lines needed replacing or they would shut the gas pumps down in the next 30 days.

Commissioner Bridges motioned to approve a budget amendment in the amount of \$2,000.00 made payable from the General Fund to replace gas lines at our gas pumps at the Public Works Complex. Commissioner Wilkinson seconded the motion. The motion passed unanimously.

BUDGET AMENDMENT

ACCT. NO.	DESCRIPTION	INCREASE	DECREASE
010502253	Building Maintenance	\$2,000.00	
010399000	APP Fund Balance	\$2,000.00	

APPOINTMENTS - FIREMAN'S RELIEF FUND

Mayor Woodlief stated the Fireman's Relief Fund consists of 5 members: 1 appointed by the Insurance Commissioner; 2 by the Oxford Board of Commissioners and 2 by the Fire Department. He explained when past Finance Officer Kelway Howard retired from the City, he served on this Board and per the Insurance Commissioner, the current Finance Officer Steve McNally should be appointed. He also recommended replacing L. Clement Yancey with Taylor Jackson. Therefore, appoint Kelway Howard to the ex-officio position Mr. Jackson had been serving.

Commissioner Bridges asked if Mr. Yancey did not want to serve anymore? Mayor Woodlief explained that Mr. Yancey said he could not serve as a City Commissioner; therefore he considered he could not serve on the Fireman's Relief Fund.

Commissioner Herring motioned to approve the appointments as presented by Mayor Woodlief. Commissioner Kiesow seconded the motion. The motion passed unanimously.

CONSENT AGENDA APPROVED

A. Meeting Minutes

Commissioner Wilkinson motioned to approve meeting minutes of February 6, 14 & 27, 2006, and add to the February 14, 2006 meeting minutes, the response by Willie Darby to Commissioner Kiesow's statement that he had addressed the issue of sewage spills into the County. Commissioner Kiesow seconded the motion. The motion passed unanimously.

ADJOURNMENT

There being no further business to discuss, Mayor Woodlief adjourned the meeting.