

TUESDAY, DECEMBER 8, 2015 – 7:00 P.M.
REGULAR MEETING OF THE OXFORD BOARD OF COMMISSIONERS
COMMISSIONERS' BOARD ROOM – CITY HALL

The Board of Commissioners for the City of Oxford met at the above-mentioned time and place. All members of the Board and local news media were notified of the same as well as the purpose of the meeting.

Present were Mayor Jacqueline vdH Sergent, Mayor Pro Tem Howard Herring, Sr., Commissioners James (Danny) Currin, Robert B. Williford, Sr., Calvin (C.J.) Harris, Jr., Frank Strickland, S. Quon Bridges, and Patricia Fields. Present also were City Attorney J. Thomas Burnette, Interim City Manager Mike McLaurin, and City Clerk Barbara J. Rote

CALL TO ORDER

Mayor Sergent called the meeting to order. Reverend Phillip Betts, Cornerstone Christian Community Church gave the prayer; the Pledge to the flag followed, led by MPT Herring.

AGENDA APPROVAL

COMMISSIONER CURRIN MADE A MOTION TO APPROVE THE AGENDA AS WRITTEN. ALL VOTES WERE IN THE AFFIRMATIVE, THE MOTION CARRIED.

OPENING REMARKS BY MAYOR SERGENT

Mayor Sergent read the opening remarks statement as stated on the agenda with no conflicts of interest noted.

UPDATE ON 217 COLLEGE STREET

Interim City Manager McLaurin updated the Board on 217 College Street that is currently being listed for sale through Preservation NC. Preservation NC has renewed the listing for another year. The Board previously authorized the expenditure of \$3,000 from the Planning Department's budget to stabilize the front porch with the understanding the money would be repaid once the house is sold. This would continue under the renewed agreement with Preservation NC, and they will sign a Promissory Note for the \$3,000.

PUBLIC COMMENT

Dee LaRaia – 414 Broad Street – Spoke about the Broad Street Group's success with litter control using the two previously requested garbage cans. Their litter collection has decreased and people are using the receptacles. She appeared before the Board requesting an additional receptacle at the intersection of Cherry and Broad Streets near the home care business. She noted an extra receptacle located near the Courthouse that might be moved. She also asked the Board to consider an ordinance banning the use of chains to restrain dogs on property. She noted many other nearby communities have adopted such an ordinance and with many

people visiting for the Bicentennial celebrations, the visual of this type of practice is not positive for the community.

**NOVEMBER FINANCIAL HIGHLIGHTS BY FINANCE DIRECTOR KEHOE
REPORT ACCEPTED**

Finance Director Kehoe presented and summarized the November financial report. He noted that next month revenues would increase with the large amount of property tax revenue expected.

This item is usually part of the Consent Agenda. However, for tonight’s meeting it is moved under Old Business for consideration prior to reorganizing the Board.

COMMISSIONER STRICKLAND MADE A MOTION TO ACCEPT THE NOVEMBER FINANCIAL REPORT AS PRESENTED. ALL VOTES WERE IN THE AFFIRMATIVE. **THE MOTION CARRIED.**

<u>November 2015 Financial Report</u> <i>41.7% of FY Complete</i>	<u>General Fund</u>	<u>Water Fund</u>	<u>Other Funds</u>
REVENUES			
YTD	\$ 4,079,746	\$ 3,558,424	\$ 811,450
YTD Percent of Budget <i>(minus loan proceeds and fund balance allocation)</i>	43%	55%	15%
EXPENSES			
YTD	\$ 4,084,317	\$ 1,809,282	\$ 586,192
Budget	\$ 9,507,251	\$ 6,130,556	\$ 5,978,864
YTD Percent of Budget <i>(minus loan proceed, and fund balance allocation)</i>	43%	30%	10%
DIFFERENCE <i>(Revenues – Expenses) 2015-16 YTD</i>	(\$4,571)	\$ 1,749,142	\$ 225,258

NOVEMBER MEETING MINUTES APPROVED

This item is usually part of the Consent Agenda. However, for tonight’s meeting it is moved under Old Business for consideration prior to reorganizing the Board.

MPT HERRING MADE A MOTION TO APPROVE THE MEETING MINUTES OF NOVEMBER 2 AND NOVEMBER 10, 2015. ALL VOTES WERE IN THE AFFIRMATIVE. **THE MOTION CARRIED.**

NOVEMBER 3, 2015 ELECTION RESULTS ACCEPTED

The Mayor and Board of Commissioners reviewed the certified results of the municipal election held on November 3, 2015 as shown below.

COMMISSIONER WILLIFORD MADE A MOTION TO ACCEPT THE NOVEMBER 3, 2015 MUNICIPAL ELECTION RESULTS. ALL VOTES WERE IN THE AFFIRMATIVE. **THE MOTION CARRIED.**

For Mayor – 2-year Term:

Jackie Sergent – 993 votes - elected
Write-In – 31 votes

For Commissioner – 4-year Term:

Ronnie Bullock – 710 votes – elected
Frank Strickland – 663 votes– elected
Al Woodlief – 543 votes – elected
Eddie McCoy – 533 votes
John Tovey – 351 votes
Larry Thomas – 257 votes
Write-In – 8 votes

PRESENTATION TO OUTGOING COMMISSIONERS WILLIFORD AND HERRING

Mayor Sergent presented a canvas picture of Fox’s Department Store to outgoing Commissioner Bob Williford, recognized his committee participation and leadership, and thanked him for his service to the citizens and City of Oxford.

Mayor Sergent presented a plaque proclaiming that the Lake Devin Fishing Pier adjacent to the boat launch be named the Howard G. Herring, Sr., Fishing Pier and presented a sign that will be attached to the fishing pier. Commissioner Herring was recognized for his committee participation and leadership, and for his 20 years of service to the citizens and City of Oxford.

Both Commissioners thanked the Board for their gifts of service and gave parting comments on their activities and accomplishments during their tenure as Commissioners.

MEETING ADJOURNED SINE DIE

COMMISSIONER WILLIFORD MADE A MOTION TO ADJOURN SINE DIE. ALL VOTES WERE IN THE AFFIRMATIVE. **THE MOTION CARRIED.** THE MEETING WAS ADJOURNED SINE DIE BY MAYOR SERGENT.

RECESS

The Board took a 30-minute Recess

MAYOR ELECT AND COMMISSIONERS ELECT TAKE OATH OF OFFICE

Commissioner Currin reconvened the Board for the purpose of administering the oaths of office to the newly elected officials.

Commissioner Currin recognized Ninth Judicial District Court Judge Carolyn J. Thompson to conduct the swearing-in ceremony for the Mayor Elect Jacqueline vdH Sergent.

Judge Thompson recognized Mayor Elect Sergent. Mayor Elect Sergent subscribed and swore to the oath of the elected office according to the statutes of North Carolina. Mayor Sergent's husband, Herve, stood with her.

Mayor Sergent recognized Ninth Judicial District Court Judge Daniel F. Finch to conduct the swearing-in ceremony for Commissioners Elect Frank Strickland, Ronnie Bullock, and Al Woodlief.

Judge Finch recognized Commissioner Elect Frank Strickland. Commissioner Elect Strickland subscribed and swore to the oath of elected office according to the statutes of North Carolina. Commissioner Strickland's wife, Pat, stood with him.

Judge Finch recognized Commissioner Elect Ronnie Bullock. Commissioner Elect Bullock subscribed and swore to the oath of elected office according to the statutes of North Carolina. Commissioner Bullock's wife, Sandy, stood with him.

Judge Finch recognized Commissioner Elect Al Woodlief. Commissioner Elect Woodlief subscribed and swore to the oath of elected office according to the statutes of North Carolina. Commissioner Woodlief's mother, Mozelle, stood with him.

MAYOR AND BOARD RECONVENED FOR CONDUCT OF BUSINESS

Mayor Sergent reconvened the Board for the purpose of conducting business.

CALVIN "C.J." HARRIS ELECTED MAYOR PRO TEM **ROLL CALL VOTE APPROVED**

Mayor Sergent deferred to City Attorney Burnette who explained the process for electing the Mayor Pro Tem following "Robert's Rules of Order" as required in The Oxford Code of Ordinance §2-22. Following nominations, election would be by either a roll call or ballot vote until the majority of votes casts wins. All members must cast a vote or the results would be void.

COMMISSIONER STRICKLAND MADE A MOTION TO CONDUCT THE ELECTION BY ROLL CALL VOTE. ALL VOTES WERE IN THE AFFIRMATIVE. **THE MOTION CARRIED.**

Mayor Sergent opened the floor for nominations for the office of Mayor Pro Tem.

The Nominations were as follows:

Commissioner Ron Bullock (nominated by Commissioner Currin)

Commissioner Calvin C.J. Harris (nominated by Commissioner Fields)

No other nominations were received. Mayor Sergent closed the nominations. A roll call vote was taken beginning with the farthest Commissioner to the left of Mayor Sergent and then in order accordingly.

Results of the vote:

Commissioner Calvin C.J. Harris received four votes (Commissioners Fields, Bridges, Harris, and Woodlief)

Commissioner Ron Bullock received three votes (Commissioners Strickland, Currin, and Bullock)

Commissioner Harris was elected Mayor Pro Tem by majority vote.

BARBARA J. ROTE REAPPOINTED CITY CLERK

ON MOTION BY COMMISSIONER WOODLIEF, THE BOARD VOTED UNANIMOUSLY TO REAPPOINT BARBARA J. ROTE AS CITY CLERK.

J. THOMAS BURNETTE REAPPOINTED CITY ATTORNEY

ON MOTION BY COMMISSIONER BRIDGES, THE BOARD VOTED UNANIMOUSLY TO REAPPOINT J. THOMAS BURNETTE AS CITY ATTORNEY.

MAYOR PRO TEM HARRIS ADMINISTERED OATH OF OFFICE

Mayor Sergent recognized Commissioner Harris for swearing in. Commissioner Harris asked Ninth Judicial District Court Judge, Daniel Finc to administer his Oath of Office. Judge Finch accepted and administered the Oath of Office of Mayor Pro Tem to Commissioner Harris.

CITY CLERK ADMINISTERED OATH OF OFFICE

Pursuant to Article VI, Section 7, of the Constitution of the State of North Carolina, City Clerk Barbara J. Rote was sworn to the oath of office by Ninth Judicial District Court Judge, Daniel Finch. Clerk Rote's son Alex held the bible. Her husband Richard also stood with her.

CITY ATTORNEY ADMINISTERED OATH OF OFFICE

Pursuant to Article VI, Section 7, of the Constitution of the State of North Carolina, and N.C. Statute 11-11, Attorney J. Thomas Burnette was sworn to the oath of office of City Attorney by Ninth Judicial District Court Judge, Daniel Finch.

APPOINTMENT OF BOARD COMMITTEES & REPRESENTATIVES

Mayor Sergent appointed the Board Committees as follows:

MAYOR'S 2015-2017
BOARD OF COMMISSIONERS' COMMITTEE APPOINTMENTS

<p align="center"><u>Budget & Finance</u> Al Woodlief, Chair Danny Currin – C.J. Harris Mike McLaurin, Int. City Manager, Staff Advisor Pat Kehoe, Finance Officer, Staff Advisor</p> <p align="center"><u>Planning, Business, and Community Development</u> Danny Currin, Chair Quon Bridges – Ron Bullock Cheryl Hart, Planning Director, Staff Advisor</p> <p align="center"><u>Property, Buildings and Real Estate</u> Quon Bridges, Chair Al Woodlief – Patricia Fields Kenny Manning, Bldgs. & Grounds, Staff Advisor</p> <p align="center"><u>Personnel</u> Frank Strickland, Chair C.J. Harris – Frank Strickland Justin Ayscue, HR Director, Staff Advisor</p>	<p align="center"><u>Public Safety</u> C.J. Harris, Chair Frank Strickland – Danny Currin AL Coley, Police Chief, Staff Advisor David Cottrell, Fire Chief, Staff Advisor</p> <p align="center"><u>Public Works, Water, and Infrastructure</u> Ron Bullock, Chair Frank Strickland – Pat Fields Amy Ratliff, City Engineer, Staff Advisor James Proctor, PW Director, Staff Advisor</p> <p align="center"><u>Recreation, Parks, and the Environment</u> Patricia Fields, Chair Ron Bullock – Quon Bridges Christine Sims, Recreation Director, Staff Advisor</p>
<p align="center"><u>Kerr Lake Regional Water System Representative</u> Ron Bullock – Mike McLaurin</p> <p align="center"><u>Granville Greenways Advisory Council</u> Patricia Fields</p> <p align="center"><u>Masonic Home for Children Community Communications Committee</u> C.J. Harris</p>	<p align="center"><u>COG Representative</u> Quon Bridges</p> <p align="center"><u>Downtown EDC Representative</u> Danny Currin</p> <p align="center"><u>Chamber Representative</u> Mike McLaurin-Jackie Sergent</p> <p align="center"><u>Bicentennial Committee</u> Frank Strickland</p>

Revised 12/08/15

REMARKS BY NEWLY ELECTED OFFICIALS

Words of thanks to the citizens of Oxford, friends and family members, and other heartfelt comments were made by Mayor Sergent, Commissioners Strickland, Bullock, Woodlief, and Harris.

ADJOURNMENT

WITH THERE BEING NO FURTHER BUSINESS, AT APPROXIMATELY 8:30 P.M., COMMISSIONER STRICKLAND MADE A MOTION TO ADJOURN. ALL VOTES WERE IN THE AFFIRMATIVE. **THE MOTION CARRIED.**

Barbara J. Rote, CMC, City Clerk

ATTEST:

Jacqueline vdH Sergent, Mayor