



MINUTES

City of Oxford

Board of Aldermen

Recess Meeting

Wednesday, April 02, 2025 at 01:00 PM

City Hall Courtroom

Notice that certain aldermen may be included in the meeting via teleconference, subject to the City of Oxford Code of Ordinances, Section 2-82.

If you need special assistance related to a disability, please contact the ADA Coordinator or visit the office at: 107 Courthouse Square, Oxford, MS 38655. You may also call (662) 234-2453 (voice) or (662) 232-2300 (voice/TTY).

1. Opening the Meeting

1.a. Call to Order

The meeting of the Mayor and Board of Alderman of the City of Oxford, Mississippi, was called to order by Mayor Tannehill at 1:00pm on Wednesday, April 2, 2025 in the courtroom of Oxford City Hall when and where the following were present:

Robyn Tannehill, Mayor
Rick Addy, Alderman Ward I
Mark Hulse, Alderman Ward II
Brian Hyneman, Alderman Ward III
Kesha Howell-Atkinson, Alderman Ward IV
Preston Taylor, Alderman Ward V
Jason Bailey, Alderman Ward VI
Mary Martha Crowe, Alderman-At-Large

Mayo Mallette, PLLC- Of Counsel-absent
Ashley Atkinson- City Clerk
Hollis Green- Chief Operating Officer
Ben Requet- Director of Planning
Jeff McCutchen- Police Chief
Sheridan Maiden-Deputy Police Chief-absent
Braxton Tullos- Human Resources Director
Joey Gardner- Fire Chief
Shane Fortner-Emergency Management Director
Seth Gaines- Director of Oxford Park Commission
Mike Young- Asst. Director of Oxford Park Commission-absent
Marlee Carpenter- Stronger Together Director-absent
Rob Neely- General Manager of Oxford Utilities

Lynwood Jones- Superintendent of City Shop-absent
Amberlyn Liles- Environmental Services Director-absent
Greg Pinion- Buildings & Grounds Superintendent-absent
Kara Giles- Executive Assistant to the Mayor
John Crawley- City Engineer
Brad Freeman- mTrade Park Director-absent
Clay Brownlee- mTrade Park Assistant Director-absent
Michael Temple- IT Department-absent
Chris Simmons- IT Director-absent
Chandler Murabito-IT Department
Mark Levy- General Government

1.b. Adopt the agenda for the meeting.

It was moved by Alderman Bailey, seconded by Alderman Crowe to adopt the agenda for the meeting. All the aldermen present voting aye, Mayor Tannehill declared the motion carried.

2. Regular Agenda: New Business

2.a. Discuss the updated project list and funding. (Ashley Atkinson/Mark Levy)

The Board discussed the updated project list and decided that the renovation of the old OPD building, the renovation of City Hall, and the proposed pickle ball courts are the three most important projects right now. The renovation of the old OPC building will be discussed in upcoming budget sessions. After further discussion, it was moved by Alderman Addy, seconded by Alderman Hulse to start the process for building the pickle ball courts and to seek design and engineering services for same. All the aldermen present voting aye, Mayor Tannehill declared the motion carried. The Board will consider a Resolution to issue the remaining \$5,000,000.00 in bonds at their next meeting. A portion of those funds will be used for the construction of the courts.

2.b. Request permission to approve the cost for IACP training (large events) by Bitsko Consulting at OPD at an estimated cost of \$4,030.00. (Jeff McCutchen)

Agenda Attachments

1. OPD_training.pdf

It was moved by Alderman Addy, seconded by Alderman Hulse to approve the cost for IACP training (large events) by Bitsko Consulting at OPD at an estimated cost of \$4,030.00. All the aldermen present voting aye, Mayor Tannehill declared the motion carried.

2.c. Consider a change to the cost of a memorial tree.

Agenda Attachments

1. TRIBUTE TREE DONATION FORM.pdf

The Board discussed the costs related to memorial tree donations but took no action.

2.d. Discuss trees along Hwy 6.

The Board discussed ways to improve the landscape along Highway 6 and it was moved by Alderman Addy, seconded by Alderman Crowe to authorize the City Engineer, John Crawley, to reach out to MDOT and see if they would allow the City to plant trees in some of the empty areas along Highway 6. All the aldermen present voting aye, Mayor Tannehill declared the motion carried.

2.e. Discuss the controlled burn Ordinance and applications.

Agenda Attachments

1. Open_burn_ordinance.pdf

The Board discussed the controlled burn Ordinance and the application of the guidelines in the Ordinance. Alderman Addy brought up concerns with the "ambient conditions" language (by definition that means that it must be a sunny, wind-free day) and whether or not those conditions are considered when allowing contractors to burn debris. No action was taken.

2.f. Discuss paid internships. (Braxton Tullos)

HR Director, Braxton Tullos, presented the Board with a plan for a partnership with the local schools to provide paid internships for students pursuing technical careers. Lafayette High School has an Electrical Lineman program and would like to offer internships to their students as a way to get hands-on experience in the field. After some discussion, it was moved by Alderman Crowe, seconded by Alderman Hulse to hire two paid interns, each with an hourly rate of \$15.00, for the Oxford Utilities-Electric Division, and to amend the budget as needed. All the aldermen present voting aye, Mayor Tannehill declared the motion carried.

2.g. Discuss technology upgrades at Old OPD-Annex.

The Board discussed technology upgrades at the old OPD-Annex building. When the Development Services Department moves from City Hall into the old OPD building, they will be using the Annex as a meeting area for their commission meetings. The audio and visual technology in the Annex is over 25 years old and is not compatible with current technology. It was moved by Alderman Bailey, seconded by Alderman Hyneman to get quotes/advertise for bids for technology upgrades at the Old OPD-Annex and to amend the budget as needed (there is currently \$50,000.00 budgeted for this project). All the aldermen present voting aye, Mayor Tannehill declared the motion carried.

2.h. Request permission to apply for the SS4A (Safe Streets 4 All) grant program. (John Crawley)

It was moved by Alderman Bailey, seconded by Alderman Crowe to apply for the SS4A (Safe Streets 4 All) grant program. All the aldermen present voting aye, Mayor Tannehill declared the motion carried.

2.i. Consider a request from Delgado Construction to work on Sundays (4/6 and 4/13) for the North Lamar/Varner Loop drainage project. (John Crawley)

It was moved by Alderman Addy, seconded by Alderman Bailey to approve a request from Delgado Construction to work on Sundays (4/6 and 4/13) for the North Lamar/Varner Loop drainage project. All the aldermen present voting aye, Mayor Tannehill declared the motion carried.

2.j. Discuss traffic on Chickasaw Road and Park Drive. (John Crawley)

The Board discussed concerns about speeding on Chickasaw Road and Park Drive. Based on an older petition, 78% of the residents on Chickasaw Road have requested some form of traffic-calming, such as speed bumps or speed tables, to reduce speeding. After further discussion, the Board directed the City Engineer to update the petition and get prices on rubber speed tables. On Park Drive, there are over 7,000 cars a day and current traffic studies and City policy do not support any type of traffic-calming. No action was taken.

2.k. Discuss a proposal to make drainage improvements and repairs to a retaining wall at Old Taylor Place Apartments. (John Crawley)

Minutes Attachments

1. [Old_taylor_road_drainage_issue.pdf](#)

Due to storm water runoff, based on changes made by the City, the retaining wall at Old Taylor Place Apartments has been compromised and is in need of repair. After further discussion, it was moved by Alderman Howell-Atkinson, seconded by Alderman Addy to restore the cross-tie retaining wall back to its original condition. All the aldermen present voting aye, Mayor Tannehill declared the motion carried.

3. Closing the Meeting

3.a. Consider an executive session.

It was moved by Alderman Crowe, seconded by Alderman Hyneman to consider an executive session for a personal issue. All the aldermen present voting aye, Mayor Tannehill declared the motion carried.

It was moved by Alderman Crowe, seconded by Alderman Howell-Atkinson to enter into an executive session for a personnel issue in the Financial Administration Department. All the aldermen present voting aye, Mayor Tannehill declared the motion carried.

The City Clerk left the meeting at this time.

It was moved by Alderman Howell-Atkinson, seconded by Alderman Crowe to promote Ashley Atkinson from City Clerk to City Clerk-Finance Director, with a new annual salary of \$120,000.00. All the aldermen present voting aye, Mayor Tannehill declared the motion carried.

It was moved by Alderman Howell-Atkinson, seconded by Alderman Crowe to return to regular session. All the aldermen present voting aye, Mayor Tannehill declared the motion carried.

3.b. Adjourn.

It was moved by Alderman Addy, seconded by Alderman Addy to adjourn the meeting. All the aldermen present voting aye, Mayor Tannehill declared the motion carried.

Robyn Tannehill, Mayor

Ashley Atkinson, City Clerk