

# AGENDA

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November 3, 2020

1. **ROLL CALL**

City Clerk Jane O'Neal  
City Attorney Manya Creel Bryan

Mayor Rossie Creel  
Alderman Daniel H. Brown  
Alderman John Russell Miller, Jr.  
Alderwoman Anne G. Smith  
Alderman Kevin L. Tillman, Sr.  
Alderwoman Shirley Wiltshire

Police Chief Danny Collier  
Fire Chief Jason Bannister  
Public Works Superintendent Sam Hale  
Code Enforcement Officer Kolby Davis

2. **INVOCATION**

3. **PLEDGE OF ALLEGIANCE TO THE FLAG**

4. **MINUTES** - Approval of the Minutes from the regularly-scheduled meeting held on October 20, 2020.

5. **MINUTES: CITY OF POPLARVILLE:** Approval of the Minutes from the special called meeting held on October 27, 2020.

6. **MINUTES: POPLARVILLE PLANNING COMMISSION** – Acknowledge receipt of a copy of the Minutes from the Planning Commission meeting held on October 29, 2020.

7. **REVIEW OF EMERGENCY DECLARATION** - Pursuant to Miss. Code Ann. Section 33-15-17, as amended, the Mayor and Board of Aldermen shall review its March 17, 2020, emergency declaration.

8. **ENGINEERING FIRM TO DISCUSS THE STREET PAVING PROJECT FUNDED BY THE GENERAL OBLIGATION BOND ISSUE** - The Walker Associates, PLLC, represented by Jason Lamb, Engineer, recommends payment of the following item:

8.1 **Payment to CEI Concrete Services, LLC** - Jason Lamb, Engineer with The Walker Associates, PLLC, has recommend that Purchase Order 15951/Invoice 1284 for \$8,765.00 be paid to CEI Concrete Services, LLC, for work completed near/adjacent to Main Street.

9. **CITY SQUARE PARK – PHASE III DEVELOPMENT BIDS-** The Mississippi Development

Authority's Small Municipalities Limited Population Grant Program awarded the City a \$150,000 grant (SM-19-895) for the City Square Park - Phase III Development. Architect Christian Landry, representing Landry, Lewis, and Germany Architects, P.A, of Hattiesburg, Mississippi, is requesting approval of the recommended lowest/best bid(s) received, and authorization to proceed to construct the pavilion. The bids were taken under advisement on October 20, 2020.

10. **CITY OF POPLARVILLE, MISSISSIPPI NOT TO EXCEED \$595,000 TAXABLE INCREMENT LIMITED OBLIGATION BONDS, SERIES 2020 (COLLEGE SQUARE RETAIL CENTER PROJECT) (THE "BONDS") COSTS OF ISSUANCE REQUISITION FINAL DISBURSEMENT TRASACTIONS**

10.1. **James Properties, LLC - Developer's Requisition for Payment** - Request authorization to pay the developer, James Properties, LLC, via a wire transfer, in the amount of \$489,858.22.

10.2 **Butler Snow, LLP – Bond Counsel Fees/Expenses** - Request authorization to pay Butler Snow, LLP – Bond Counsel for fees/expenses, via a wire transfer, in the amount of \$29,000.00.

10.3 **Manya Creel Bryan, LLC – City Attorney Fees/Expenses** - Request authorization to pay Manya Creel Bryan, LLC – City Attorney Fees/Expenses for fees/expenses in the amount of \$1,608.00.

10.4 **Reimbursement to City for 2017 TIF District Creation and Development Agreement Fees** - Request authorization to reimburse the City for 2017 TIF District Creation and Development Agreement Fees in the amount of \$15,033.78, to be posted to General Ledger Number 001-000-351.

10.5 **Transfer \$59,500.00 to 2020 Debt Service Reserve Fund** – Transfer the remainder of the proceeds, \$59,500.00, to the 2020 Debt Service Reserve Fund.

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- 10.6 **TIF Bond Budget Amendments** – Authorize the City Clerk to make the appropriate budget amendments associated with the above transactions, and spread those amendments upon the Minutes, as the details of the specific payment and transfer amounts were not made available at the time that the budget was adopted.
11. **CLAIMS DOCKET** - Approval of the Claims Docket in the amount of \$673,963.34.
12. **REAPPOINTMENT OF MR. JASON BAKER TO POPLARVILLE SPECIAL MUNICIPAL SEPARATE SCHOOL DISTRICT BOARD OF EDUCATION** - On December 17, 2019, the Board of Aldermen appointed Mr. Jason Baker to serve the remaining year of Mr. Tommy Strahan's five-year term on the Poplarville Special Municipal Separate School District's Board of Education, with the term ending December 31, 2020. Mr. Baker will be considered for reappointment.

## CITY DEPARTMENTS

### 13. Public Works

### 14. Code Enforcement

- 14.1 **Landscape Permit for Removal of Oak Tree located at 101 Maria Street, Lot 9** - An application for a landscape permit was submitted by Mr. Wally Amacker for the removal of an oak tree located at 101 Maria Street, Lot 9, Poplarville, Mississippi. (The tree removal contractor will be Top Notch Tree Service). The Code Enforcement Officer and the Poplarville Planning Commission have recommended that the Board of Aldermen approve the permit.

### 15. Fire Department

- 15.1 **Resignation of Deputy Fire Chief Donald R. D'Antonio** – Accept the resignation of Deputy Fire Chief Donald R. D'Antonio from his full-time position of Deputy Fire Chief, effective at the end of his shift on December 2, 2020.
- 15.2 **Artisan Pyrotechnics, Inc. Requests Waiver of Ordinance Forbidding the Igniting of Fireworks within the City Limits** - Artisan Pyrotechnics, Inc. has been hired by the Pearl River Community College to provide a player introduction and homecoming fireworks display during homecoming festivities on November 5, 2020, and has requested that, for this event, that the City waive the Ordinance forbidding the igniting of fireworks within the City limits.

### 16. Police Department

- 16.1 **National Incident-Based Reporting System (NIBRS) Compliance** - Police Chief Daniel L. Collier will update the Mayor and Board of Aldermen on the Police Department's progress regarding the National Incident-Based Reporting System (NIBRS) compliance as it relates to the Pearl River County E-911 System.
- 16.2 **State of Mississippi Department of Public Safety, Division of Public Safety Planning, MS Justice Assistance Grant (JAG) Grant Award** – Retired Wiggins Police Chief Matt Barnett wrote the grant for the City's Police Department, and the State of Mississippi Department of Public Safety, Division of Public Safety Planning has notified the City that the subgrant application for the MS Justice Assistance Grant (JAG), in the amount of \$3,641.00, has been approved. Request authorization for the Mayor, the Police Chief, and the City Clerk to execute the documents, as required, for Project Number 19LB3251/Federal Grant Number 2019-MU-BX-0045. The Federal source of funds is \$3,641.00, and the City's portion is \$1,214.00, resulting in a total program budget of \$4,855.00.

### 17. City Clerk

- 17.1 **Mississippi Municipal Court Clerk's Association Certificate of Attendance** – Acknowledge receipt of Municipal Court Clerk Jourdan Smith's Certificate of Attendance for attending and completing the 2020 Mississippi Municipal Court Clerk Conference, conducted by the University of Mississippi Law Center's Mississippi Judicial College, via Zoom webinar, September 16-18, 2020, and to authorize the certificate to be spread upon the minutes. This was a twelve-hour certification course.
- 17.2 **Leak Adjustment Request** – Mr. Charles A. Sidock is requesting consideration of a leak

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adjustment on Account Number 05-0237000. The current balance on the account is \$430.34. Based upon the average consumption for the six months prior to the leak, the account balance would be reduced by \$273.00, resulting in an adjusted balance of \$157.34.

- 17.3 **Leak Adjustment Request** – Mr. Michael D. Townes is requesting consideration of a leak

adjustment on Account Number 05-0144000. The current balance on the account is \$191.65. Based upon the average consumption for the six months prior to the leak, the account balance would be reduced by \$67.60, resulting in an adjusted balance of \$124.05.

- 17.4 **Proclamation of Veteran's Day Holiday** – Acknowledge Wednesday, November 11, 2020, as a State and City holiday in observance of Veteran's Day, as declared by the Governor of the State of Mississippi, by and through a Proclamation signed on the 22nd day of October, 2020.

- 17.5 **Burial of Urns in City Cemeteries** – Mr. Donald Witsil has requested that the Board of Aldermen grant authorization for his family to be allowed to bury three urns within the same family cemetery plot, with one tombstone/monument erected on said plot, and to waive the restriction of only two urns allowed to be buried per cemetery plot, as outlined in the current Ordinance.

18. **Mayor's Mississippi Municipal League's Certified Municipal Official Certificate** – Mayor Rossie Creel has completed the required Mississippi Municipal League's Certified Municipal Officials Course, effective August 10, 2020, and requests that the certificate be spread upon the Minutes.

19. **ADJOURN** - Tuesday, November 17, 2020, at 5:00 p.m.