

# AGENDA

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November 17, 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.  
Alderman Anne G. Smith  
Alderman Kevin L. Tillman, Sr.  
Alderman 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 November 3, 2020.

5. **CLAIMS DOCKET** - Approval of the Claims Docket in the amount of \$40,868.60.

6. **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.

7. **OPENING CITY HALL FOR BACK TO BUSINESS AS USUAL** – A discussion regarding opening the City Hall for public access to allow back to business as usual. Currently, City Hall is operating via the drive-through window.

8. **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. (This matter was taken under advisement on November 3, 2020.)

## CITY DEPARTMENTS

### 9. Public Works

9.1 **Annual Review of Water Rates** - Annual Review of current Water Rates, originally adopted in 2015, and revised in 2018.

9.2 **Annual Review of Garbage Rates** - Annual Review of current Garbage Rates, originally adopted in 2016, and just recently revised in August, 2020.

9.3 **Mississippi State Department of Health's Public Water System Emergency Response Plan (ERP)** - Consider the adoption of the certification for the Mississippi State Department of Health's required Public Water System Emergency Response Plan (ERP), an annual requirement.

9.4 **Mississippi State Department of Health's Security Vulnerability Self-Assessment Guide for Mississippi's Public Water Systems** – Consider the adoption of the certification for the Mississippi State Department of Health's required Security Vulnerability Self-Assessment Guide for Mississippi's Public Water Systems, an annual requirement.

### 10. Code Enforcement

### 11. Fire Department

11.1 **Lower Pearl River Valley Foundation Grant for Firefighter Equipment** - Request authorization to apply for a grant from the Lower Pearl River Valley Foundation for \$60,000, with \$15,000 matching funding required. If awarded, the grant funding would be used to purchase turnout gear and self-contained breathing apparatuses.

11.2 **Revision to Vacation Accrual Policy** - Fire Chief to discuss changing the vacation accrual policy for the Poplarville Fire Department to reflect the same policies of other area fire departments. The current vacation policies for the City of Picayune and the City of Bay St. Louis will be presented.

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- 11.3 **Consider Hiring Either a Full-Time Firefighter or Deputy Chief** – Consider hiring either a full-time firefighter at the rate of \$11.02 per hour, or a full-time Deputy Chief at the rate of \$13.87 per hour, and to advertise for the position, to be discussed in Executive Session.

### 12. Police Department

- 12.1 **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.
- 12.2 **Surplus 2004 Red Dodge 1500 Pickup Truck** – Request authorization to surplus one 2004 red Dodge 1500 pickup truck (VIN NUMBER 1D7HA18N845771389), to release the truck, along with the entirety of its contents, to the lienholder, represented by Kar Logistics, and to authorize the City Clerk to remove the item from the City's official inventory list.
- 12.3 **Hire Full-Time Police Officer** – Request authorization to hire one full-time Police Officer, at the rate of \$16.31 per hour, to be discussed in Executive Session.
- 12.4 **Travel Authorization** – Request authorization for Police Chief Daniel L. Collier to participate in the “*New Police Chief Orientation – 2021*”, conducted by the Mississippi Association of Chiefs of Police, January 11-15, 2021, at the Hampton Inn and Suites, 600 Steed Road, Ridgeland, Mississippi. The cost of the hotel room is \$495.00. Breakfast and lunch will be provided each day, and dinner meals for each day are requested. Reimbursement for authorized expenses will be at the rate set forth by the Mississippi State Department of Finance and Administration, Office of Purchasing.
- 12.5 **Purchase 2015 Ford Explorer Police Interceptor** – The Police Chief requests authorization to purchase one 2015 Ford Explorer Police Interceptor from COPCARSONLINE, 12600 B. Belcher Road, Largo, Florida, at a price of \$10,995.00.
- 12.6 **Surplus 2009 Dodge Charger (VIN NUMBER 2B3KA43V89H567250) Donated by the City of Lucedale** – Request authorization to surplus one 2009 Dodge Charger (VIN NUMBER 2B3KA43V89H567250), mileage 251,807, previously donated by the City of Lucedale, and to remove the vehicle from the City's inventory and to authorize it to be used for parts.

### 13. City Clerk

- 13.1 **Leak Adjustment Request** – David and Gayla O'Quin have requested consideration of a leak adjustment on Account Number 09-0367000. The current balance on the account is \$194.16. Based upon the average consumption for the six months prior to the leak, the account balance would be reduced by \$43.16, resulting in an adjusted balance of \$151.00.
- 13.2 **Proclamation of Thanksgiving, Christmas, and New Year's Day as Holidays** – Acknowledge Thursday, November 26, 2020, as a State and City holiday in observance of Thanksgiving Day; on Friday, December 25, 2020, in observance of Christmas Day; and Friday, January 1, 2021, in observance of New Year's Day, as declared by the Governor of the State of Mississippi, by and through a Proclamation signed on the 16th day of October, 2020. In addition, the Governor has authorized that the City may, in its discretion, close all offices on Friday, November 27, 2020, in further observance of the Thanksgiving holiday, on Thursday, December 24, 2020, in further observance of Christmas, and on Thursday, December 31, 2020, in further observance of New Year's Day; and to staff as needed during the Thanksgiving holiday and Christmas and New Year's season.
- 13.3 **Payroll Report** - Approval of payroll expenditures in the amount of \$147,842.80 incurred during the month of October, 2020.
- 13.4 **Acknowledge Financial Report** - Acknowledge receipt of the Revenue and Expenditures Report for the month of October, 2020.
- 13.5 **Privilege License Register** - Approve Privilege License Register for October, 2020.

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14. **ELECTIONS INTERLOCAL AGREEMENT** – The City Attorney will discuss the City’s option of engaging in an interlocal agreement with Pearl River County that would allow the Pearl River County Election Commission to perform the same election-related duties for the City as it currently performs for the County. This would require the dissolution of the City of Poplarville’s Election Commission, and would require an interlocal agreement between the City and the County.
15. **ALDERMAN RUSSELL MILLER’S (SONIC) DONATION FOR NEW CITY HALL SIGN** – Acknowledge receipt of Alderman Russell Miller’s (Sonic) donation of \$300.00 to offset the cost of the new City Hall sign.
16. **ALDERWOMAN ANNE GENDUSA SMITH’S MISSISSIPPI MUNICIPAL LEAGUE’S CERTIFIED MUNICIPAL OFFICIAL CERTIFICATE** – Alderwoman Anne Gendusa Smith has completed the required Mississippi Municipal League’s Certified Municipal Officials Course, effective June 23, 2019, and requests that the certificate be spread upon the Minutes.
17. **EVENT REQUEST** – The Poplarville Chamber of Commerce is requesting authorization for a “Christmas on Main” event, December 12, 2020 from 6:30 a.m. to 7:00 p.m. at the Town Green. In addition to the main event, they would like to have “Pictures with Santa”, and a “Christmas Market with Vendors”. This is a community event, and is open to the public.
18. **CHRISTMAS PARADE** – Information has been received at City Hall that the Christmas Parade is scheduled for December 4, 2020, at 5:00 p.m. No official event request has been submitted.
19. **EXECUTIVE SESSION** - Discussion regarding personnel matters within the Public Works Department, the Police Department, and the Fire Department.
20. **ADJOURN** - Tuesday, December 1, 2020, at 5:00 p.m.