

# AGENDA

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December 15, 2020

## 1. ROLL CALL

City Clerk Jane O'Neal  
City Attorney Many 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 Daniel L. 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 December 1, 2020.

5. **CLAIMS DOCKET** - Approval of the Claims Docket in the amount of \$54,276.37.

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. **FINAL PAYMENT TO CEI CONCRETE SERVICES, LLC** - The Walker Associates, PLLC, represented by Jason Lamb, Engineer, recommends payment of Purchase Order 15951/Invoice 1286 for \$1,000.00 to CEI Concrete Services, LLC, for work completed near/adjacent to Main Street. This completes the project, and will be the final payment to the contractor.

## CITY DEPARTMENTS

### 9. Public Works

9.1 **Water Meter Account Adjustment: Mark Forte** – Request adjustment on Mark Forte's

Account Number 03-0142000. The current balance on the account is \$1,208.17. Based upon the average consumption for the six months prior to the meter/meter reading problem, the account balance would be reduced by \$1,116.96, resulting in an adjusted balance of \$91.21.

9.2 **Water Meter Account Adjustment: Angela Page Adam** – Request adjustment on Angela Page Adam's Account Number 05-0178000. The current balance on the account is \$341.78. Based upon the average consumption for the six months prior to the meter/meter reading problem, the account balance would be reduced by \$92.56, resulting in an adjusted balance of \$249.22.

9.3 **Water Meter Account Adjustment: Tasha Hyatt Holliday** – Request adjustment on Tasha Hyatt Holliday's Account Number 03-0189001. The current balance on the account is \$295.57. Based upon the average consumption for the six months prior to the meter/meter reading problem, the account balance would be reduced by \$229.32, resulting in an adjusted balance of \$66.25.

9.4 **Water Meter Account Adjustment: Diesel Boys Garage** – Request adjustment on Diesel Boys Garage's Account Number 06-0110002. The current balance on the account is \$246.61. Based upon the average consumption for the six months prior to the meter/meter reading problem, the account balance would be reduced by \$148.13, resulting in an adjusted balance of \$98.48.

9.5 **Water Meter Account Adjustment: Chris Reid** – Request adjustment on Chris Reid's Account Number 07-0199000. The current balance on the account is \$187.12. Based upon the average consumption for the six months prior to the meter/meter reading problem, the account balance would be reduced by \$136.12, resulting in an adjusted balance of \$51.00.

9.6 **Water Meter Account Adjustment: Sara Patten** – Request adjustment on Sara Patten's

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Account Number 02-0260000. The current balance on the account is \$244.05. Based upon the average consumption for the six months prior to the meter/meter reading problem, the account balance would be reduced by \$197.08, resulting in an adjusted balance of \$46.97.

- 9.7 **Water Meter Account Adjustment: Edith Miller** – Request adjustment on Edith Miller's

Account Number 01-0065000. The current balance on the account is \$124.66. Based upon the average consumption for the six months prior to the meter/meter reading problem, the account balance would be reduced by \$77.48, resulting in an adjusted balance of \$47.18.

- 9.8 **Water Meter Account Adjustment: Donald Williams** – Request adjustment on Donald William's Account Number 05-0154000. The current balance on the account is \$79.25. Based upon the average consumption for the six months prior to the meter/meter reading problem, the account balance would be reduced by \$40.04, resulting in an adjusted balance of \$39.21.

- 9.9 **Kubota RTV Repairs** – Superintendent Hale will discuss the repairs needed on the Kubota RTV, the vehicle used by the Meter Reader.

## 10. Code Enforcement

### 11. Fire Department

- 11.1 **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.

- 11.2 **Remove Eric Nixon as Part-time Firefighter** – Request to remove Eric Nixon as an approved part-time Firefighter. (He was previously hired on September 1, 2020.)

- 11.3 **Hire Full-Time Deputy Fire Chief** – Consider hiring a full-time Deputy Fire Chief at the rate of \$13.87 per hour, 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.

### 13. City Clerk

- 13.1 **Payroll Report** - Approval of payroll expenditures in the amount of \$100,802.34 incurred during the month of November, 2020.

- 13.2 **Acknowledge Financial Report** - Acknowledge receipt of the Revenue and Expenditures Report incurred during the month of November, 2020.

- 13.3 **Privilege License Register** - Approve the Privilege License Register for the month of November, 2020.

- 13.4 **BBI, Inc., Annual Hardware Maintenance Agreement** - Approval of the BBI, Inc., Annual Hardware Maintenance Agreement, January 1, 2021-December 31, 2021.

- 13.5 **BBI, Inc., Annual Software Maintenance Agreement** - Approval of the BBI, Inc., Annual Software Maintenance Agreement, January 1, 2021-December 31, 2021.

- 13.6 **Leak Adjustment Request** – Mr. Glenn Jaufre has requested consideration of a leak adjustment on Account Number 05-0009000. The current balance on the account is \$238.37. Based upon the average consumption for the six months prior to the leak, the account balance would be reduced by \$147.16, resulting in an adjusted balance of \$91.21.

## 14. **DISCUSSION OF AN AGREEMENT WITH PEARL RIVER COUNTY AND THE PEARL RIVER COUNTY ELECTION COMMISSIONERS TO HAVE THE PEARL RIVER**

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### **COUNTY ELECTION COMMISSIONERS CONDUCT THE MUNICIPAL ELECTIONS –**

The City Attorney will discuss an agreement with Pearl River County to have the Pearl River County Election Commissioners conduct Municipal Elections for the benefit of the efficiency and conformity of elections.

15. **EXECUTIVE SESSION** - Discussion regarding personnel matters within the Public Works Department and the Fire Department.
16. **ADJOURN** - Tuesday, January 5, 2021, at 5:00 p.m.