

AGENDA

Special-Called Meeting

September 21, 2020

1. ROLL CALL

City Clerk Jane O'Neal	Mayor Rossie Creel	Police Chief Danny Collier
City Attorney Manya Creel Bryan	Alderman John Russell Miller, Jr.	Fire Chief Jason Bannister
	Alderwoman Anne G. Smith	Public Works Superintendent Sam Hale
	Alderman Kevin L. Tillman, Sr.	Code Enforcement Officer Kolby Davis
	Alderwoman Shirley Wiltshire	

2. INVOCATION

3. PLEDGE OF ALLEGIANCE TO THE FLAG

4. **PROCLAMATION HONORING CONSTITUTION WEEK** – Ms. Gloria Penton, representing the Picayune Chapter of the Daughters of the American Revolution, will present a Proclamation in honor of Constitution Week, September 17-23, 2020.

5. **MINUTES** - Approval of the Minutes from the regularly-scheduled meeting held on September 1, 2020.

6. **MINUTES: CITY OF POPLARVILLE:** Approval of the Minutes from the Special Called Meeting held on September 13, 2020.

7. **MINUTES: CITY OF POPLARVILLE:** Approval of the Minutes from the Special Called Meeting held on September 14, 2020.

8. **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.

9. **CLAIMS DOCKET** - Approval of the Claims Docket for September 18, 2020.

10. **PAYROLL REPORT:** Approval of payroll expenditures in the amount of \$99,141.59 incurred during the month of August, 2020.

11. **ENGINEERING FIRM TO DISCUSS THE STREET PAVING PROJECT FUNDED BY THE GENERAL OBLIGATION BOND ISSUE** - The Walker Associates, PLLC, represented by Jason Lamb, Engineer, will update the Mayor and Board regarding the ongoing street paving project funded by the of 2019 General Obligation Bond Issue, and ask for consideration of the following:

Contractor Estimate Number 3 – Recommends payment of Warren & Warren Asphalt Paving, LLC - Contractor Estimate Number 3 for work associated with the 2019 Road and Bridge Bond Program (Surface Maintenance of City Streets - Phase I), through September 6, 2020, in the amount of \$163,529.52.

- Warren & Warren Asphalt Paving, LLC = \$163,529.52

12. **CITY SQUARE PARK – PHASE III DEVELOPMENT** - 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, has requested approval/authorization of the following:

12.1 **Change Date to Advertise and Accept Bids for the Construction of a Pavilion** – On August 18, 2020, the Board of Aldermen authorized the public advertisement for bids for the construction of the City Square Park Pavilion, with bids to be accepted until 2:00 p.m. on September 29, 2020. Due to COVID-19 and the fact that the City had to cancel their regularly-scheduled meeting on September 15, 2020, due to Hurricane Sally, Architect Christian Landry has requested that the following change be post-approved:

Authorize the public advertisement for bids for the construction of the City Square Park Pavilion, with bids to be accepted until 2:00 p.m. on October 20, 2020, at the Poplarville City Hall, located at 200 Highway 26 East, Poplarville, Mississippi, at which time and place they will be publicly opened and read aloud in the Board Room at City Hall, and to authorize Landry, Lewis, and Germany Architects, P.A. to publish the Advertisement for Bids in The Poplarville Democrat newspaper on September 17, 2020 and September 24, 2020.

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CITY DEPARTMENTS

13. Public Works

- 13.1 **Hire Darius Threats as Full-Time Laborer** - Request authorization to hire Darius Threats as a full-time Laborer, at the rate of \$12.00 per hour, effective September 24, 2020.

14. Code Enforcement

15. Fire Department

- 15.1 **Remove David Farmer from Volunteer Firefighter Roster**- Request authorization to remove David Farmer from the Volunteer Firefighter Roster, effective September 25, 2020.
- 15.2 **Hire David Farmer as Part-Time Firefighter**- Request authorization to hire David Farmer as a part-time Firefighter, effective September 26, 2020, at a rate of pay not to exceed \$10.00 per hour.
- 15.3 **Hire Brandon Hines as Part-Time Firefighter**- Request authorization to hire Brandon Hines as a part-time Firefighter at a rate of pay not to exceed \$10.00 per hour, effective September 25, 2020.
- 15.4 **Add Robert Roy to Volunteer Firefighter Roster** - Request authorization to add Robert Roy to the Volunteer Firefighter Roster, effective immediately. (On August 24, 2020, Roy was considered to be hired as a part-time Firefighter, and was taken under advisement.)

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 **Resignation of Police Officer Shawn Vinson** – Accept the resignation of full-time Police Officer Shawn Vinson, effective September 13, 2020, at the end of his shift.
- 16.3 **Authorize Job Posting for Full-Time Police Officer** - Request authorization to post a job opening for a full-time Police Officer on the City's Facebook page and web page, until the position is filled, with a pay rate not to exceed \$11.02 per hour.

17. City Clerk

- 17.1 **Burial of Urns in City Cemeteries** - A citizen has inquired as to whether three urns can be buried within the same cemetery plot, with one tombstone/monument erected on said plot. Our current Cemetery Ordinance allows for one monument to be erected per plot. However, in regard to urns, it just mentions how many urns may be placed in a columbarium. (This matter was taken under advisement on August 4, 2020.) Below are excerpts from the City's Cemetery Ordinance:

***Section 9:** Only human remains shall be buried in the City Cemeteries. The grave for anybody or cremated remains shall be within a burial vault or grave box (concrete, steel, fiberglass or plastic), casket, or urn/cremation container. All grave boxes, caskets, and buried urns shall be buried at a depth of at least four feet six inches (4'6"), and shall have at least twenty-four inches (24") of tamped earth on top of the grave box, casket, or urn. Each plot shall have only one upright monument or headstone.*

***Section 10:** A columbarium may be erected, at the plot owner's expense, above ground on a funeral plot. Only one columbarium may be erected on any plot, and the columbarium shall not encroach upon any surrounding plot. No columbarium erected in any City Cemetery shall rise more than five (5) feet above the ground surface. A columbarium may contain multiple niches. Up to two (2) containers of human cremains may be placed in a single columbarium niche.*

- 17.2 **Acknowledge Financial Reports** - Acknowledge receipt of the Revenue and Expenditures Report submitted to the Board by the City Clerk.

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18. **LEAK ADJUSTMENT REQUEST** – Ms. Doris Howard is requesting consideration of a leak adjustment on Account Number 09-0026000. Based upon the average consumption for the six months prior to the leak, the account balance would be reduced by \$110.70.
19. **EXECUTIVE SESSION** - Discussion regarding personnel matters within the Police Department, Public Works Department, and the Fire Department, as well as potential litigation.
20. **ADJOURN** - Wednesday, September 30, 2020, at 5:00 p.m.