

# AGENDA

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July 6, 2021

1. **ROLL CALL:**

Mayor Louise Smith  
City Clerk Jane O'Neal  
Attorney TBD

Alderman Daniel H. Brown  
Alderman Bobby Nestle  
Alderman Anne Gendusa Smith  
Alderman Kevin L. Tillman, Sr.  
Alderman Byron L. Wells

Police Chief Daniel L. Collier  
Fire Chief Jason Bannister  
Public Works Superintendent Sam Hale

2. **INVOCATION**

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

4. **ACKNOWLEDGE RECEIPT OF OATHS OF OFFICE FOR THE 2021-2025 ELECTED OFFICIALS, AND AUTHORIZE SIGNATURE OF BOND APPLICATIONS AND BONDS –**

Acknowledge receipt of the Oaths of Office for the 2021-2025 Mayor and Board of Aldermen, and to authorize signature of bond applications and bonds.

5. **MINUTES:** Approval of the Minutes from the regularly-scheduled meeting held on June 15, 2021.

6. **MINUTES: POPLARVILLE PLANNING COMMISSION –** Acknowledge receipt of a copy of the Minutes from the Planning Commission meeting held on June 24, 2021.

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. The Governor's current Emergency Declaration is set to expire on August 15, 2021.

8. **CITY SQUARE PARK – PHASE III: REQUEST FOR CASH NUMBER 8 – MITCHCO CONSTRUCTION, INC.** - Request authorization for the Mayor and City Clerk to execute the Mississippi Development Authority's (MDA) Small Municipalities Grant Number SM-19-895 Request for Cash Number 8, submitted Landry, Lewis, and Germany Architects, P.A., in the amount of \$8,735.00, for work performed for the City Square Park – Phase III project by MitchCo Construction, Inc.

9. **CITY SQUARE PARK – PHASE III: PAYMENT TO LANDRY, LEWIS & GERMANY ARCHITECTS, PA** - Request authorization to pay Landry, Lewis, & Germany, PA, invoice CN 19-3734-010 in the amount of \$104.82, for work performed for the City Square Park – Phase III project for the period May 4, 2021 through June 22, 2021.

10. **CLAIMS DOCKET:** Approval of the Claims presented = \$120,775.53.

11. **APPOINT MAYOR PRO TEMPORE –** The Mayor Pro Tempore is appointed to act as Mayor in the absence of Mayor Louise Smith.

12. **APPOINT MUNICIPAL COURT JUDGE -** Appoint Municipal Court Judge at a rate of \$850.85 per month. The current City Judge is Mr. Richard C. Fitzpatrick

13. **APPOINT PROSECUTING ATTORNEY -** Appoint Municipal Prosecuting Attorney at a rate of \$700.00 per month. The current City Prosecuting Attorney is Mr. Corey Clay Cranford.

14. **EXECUTIVE SESSION -** Bryan Maxie, Administrator for Forrest Health's Pearl River County Hospital and Nursing Home has requested an Executive Session to discuss construction plans and economic development as it relates to the Pearl River County Hospital and Nursing Home.

15. **EXECUTIVE SESSION -** Interview City Attorney applicants.

16. **APPOINT CITY ATTORNEY –** This position is currently vacant, and the compensation is at the discretion of the Board of Aldermen.

17. **EXECUTIVE SESSION -** Discuss personnel matters within City departments.

18. **APPOINT CITY CLERK –** The current City Clerk is Jane C. O'Neal, compensated at a rate of \$21.64 per hour, or \$45,000.00 annually.

19. **APPOINT MUNICIPAL COURT CLERK –** The current Municipal Court Clerk is Jourdan Smith compensated at a rate of \$12.72 per hour.

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20. **APPOINT PUBLIC DEFENDER** - Appoint City Public Defender at a rate of \$345.00 per month. The current City Public Defender is Mr. Kevin R. Roberts.
21. **APPOINT PUBLIC DEFENDER** - Appoint City Public Defender at a rate of \$345.00 per month. The current City Public Defender is Mr. Jansen Owen, dba Owen Law firm, PLLC.
22. **APPOINT POLICE CHIEF** – The current Police Chief is Daniel L. Collier, compensated at the rate of \$22.84 per hour, or \$47,507.20 annually.
23. **APPOINT POLICE CAPTAIN** – The current Police Captain is Kimble Farmer, compensated at the rate of \$17.39 per hour, or \$37,979.76 annually, plus overtime.
24. **APPOINT POLICE CAPTAIN** – The current Police Captain is Michael McClantoc, compensated at the rate of \$17.39 per hour, or \$37,979.76 annually, plus overtime.
25. **APPOINT FULL-TIME POLICE OFFICER** – The current full-time Police Officer is Bruce Eades, compensated at the rate of \$16.31 per hour, plus overtime.
26. **APPOINT FULL-TIME POLICE OFFICER** – The current full-time Police Officer is Hunter Callahan, compensated at the rate of \$16.31 per hour, plus overtime.
27. **APPOINT FULL-TIME POLICE OFFICER** – The current full-time Police Officer is John Davis Herring, compensated at the rate of \$16.31 per hour, plus overtime.
28. **APPOINT FULL-TIME POLICE OFFICER** – The current full-time Police Officer is John Ashley Lambert, compensated at the rate of \$16.31 per hour, plus overtime.
29. **APPOINT FULL-TIME POLICE OFFICER** – The current full-time Police Officer is Charles Kelly, compensated at the rate of \$16.31 per hour, plus overtime.
30. **APPOINT FIRE CHIEF** – The current part-time Fire Chief is Jason Bannister, compensated at the rate of \$36,500 annually.
31. **APPOINT DEPUTY FIRE CHIEF** – The current full-time Deputy Fire Chief is Mark Palmer, compensated at the rate of \$13.87 per hour, or \$38,225.72 annually, plus overtime.
32. **APPOINT EMERGENCY MANAGER** – Appoint an Emergency Manager. (The Emergency Manager is typically the Fire Chief.)
33. **APPOINT SUPERINTENDENT OF PUBLIC WORKS** - The current Superintendent of Public Works is Samuel Hale, compensated at the rate of \$26.683 per hour, or \$55,500.00 annually.
34. **APPOINT ELECTION COMMISSIONER** – The term of the appointment is for four years. The current Election Commissioner is Ms. Gwen Jordan.
35. **APPOINT ELECTION COMMISSIONER** – The term of the appointment is for four years. The current Election Commissioner is Ms. Michele L. Lewis.
36. **APPOINT ELECTION COMMISSIONER** - The term of the appointment is for four years. The current Election Commissioner is Mr. Richard Sharp.
37. **APPOINT PLANNING COMMISSION MEMBER** - The term of the appointment is for four years. The current Planning Commission member is Ms. Janie Richardson.
38. **APPOINT PLANNING COMMISSION MEMBER** - The term of the appointment is for four years. The current Planning Commission member is Mr. Marvin Houston.
39. **APPOINT PLANNING COMMISSION MEMBER** - The term of the appointment is for four years. The current Planning Commission member is Mr. Adam Fulks.
40. **APPOINT PLANNING COMMISSION MEMBER** - The term of the appointment is for four years. The current Planning Commission member is Ms. Michele L Lewis.
41. **APPOINT PLANNING COMMISSION MEMBER** - The term of the appointment is for four years. There is currently one vacant position.
42. **APPOINT CODE ENFORCEMENT OFFICER** - The current part-time Code Enforcement Officer is Kolby Davis, compensated at the rate of \$6.02 per hour, or \$12,500.00 annually.

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43. **APPOINT THE WALKER ASSOCIATES, PLLC AS CITY'S ENGINEERING FIRM** – Appoint The Walker Associates, PLLC, represented by Jason Lamb, Engineer, as the City's Engineering firm.
44. **SPEED LIMITS ON STREETS RELATED TO ORDINANCE NUMBER 2021-05-04: TO ALLOW THE OPERATION OF GOLF CARTS AND LOW-SPEED VEHICLES ON CERTAIN PUBLIC ROADS AND STREETS WITHIN THE CITY** – Discussion regarding the speed limits on City streets as it relates to Ordinance Number 2021-05-04: To Allow the Operation of Golf Carts and Low-Speed Vehicles on Certain Public Roads and Streets within the City.
45. **ENGAGE CITY ATTORNEY TO REVIEW RECENT ORDINANCES** – Engage the City Attorney to review the content and of Ordinance 2021-05-04 To Allow the Operation of Golf Carts and Low-Speed Vehicles on Certain Public Roads and Streets within the City and Ordinance 2021-05-18 Authorizing Exemption from Certain Municipal Ad Valorem Taxes on Certain New Structures and New Renovations of and Improvements to Existing Structures Lying within Designated Central Business Districts within the City of Poplarville, Mississippi.
46. **RESOLUTION APPOINTING MML VOTING DELEGATES** – Adopt a Resolution appointing a 2021 Voting Delegate and 2021 First Alternate Voting Delegate to the Mississippi Municipal League Election to be held at the Annual Convention on July 26-28, 2021.

### DEPARTMENTAL REPORTS

#### 47. Code Enforcement

- 47.1 **SWA Championship Wrestling, LLC Banner/Sign Authorization** – Mr. Steven Odom, representing SWA Championship Wrestling, LLC, has requested authorization to erect three banners/signs to remain from July 11-18, 2021, in order to promote an event. (A similar event was previously approved by the Board of Aldermen on April 6, 2021.)
- 47.2 **Public Hearing for Land Subdivide and Zone Change Property owner**, Mrs. Doris Howard previously submitted an application to the Poplarville Planning Commission (PPC) requesting to subdivide, aka known as a parcel split, the property located at 408 and 410 West Larkin Smith Drive, Poplarville, Mississippi, and to simultaneously change the zoning of the western .84 acres where the commercial style building is located at 410 W Larkin Smith Drive, from zone R-1 to C-2. The required public hearing was conducted, and there was no opposition to this change. Therefore, the PPC recommends that the Board of Alderman grant Mrs. Howard's request to subdivide the property and for it to be rezoned.

#### 48. Fire Department

#### 49. Police Department

- 49.1 **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.
- 49.2 **Mississippi Justice Information Center Holder-of-the-Record Agreement with Pearl River County**– Request authorization for the Police Chief to sign the Mississippi Justice Information Center Holder-of-the-Record Agreement with Pearl River County. The purpose of this Agreement is to specify the duties and responsibilities of both the User Agency and the Non-Terminal agency in the operation and use of computerized information obtained via the MJIC network. The User Agency and the Non-Terminal Agency agree to comply with federal and statelaws, rules, procedures and policies adopted by the MJIC, NCIC Advisory Policy Board, FBI/NCIC and NLETS relating to operation, security, and privacy of criminal justice and law enforcement information, including criminal history record information.
- 49.3 **2021 Edwin Byrne Memorial Justice Assistance Grant Application Payment to Grant Writer** – On June 15, 2021, the Board of Aldermen authorized retired Wiggins Police Chief, Matt Barnett, to write an application for the 2021 Edwin Byrne Memorial Justice Assistance Grant (JAG) for local law enforcement. Applications were due by June 30, 2021. That grant was submitted, and the Police Chief is requesting a payment to Matt Barnett in the amount of \$200.00 for compensation for the work he performed.

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- 49.4 **Request Shawn D. Vinson be Promoted from Part-Time to Full-Time Police Officer** - Promote part-time Police Officer Shawn D. Vinson from part-time to full-time Police Officer, with a pay rate increase from \$13.00 per hour to \$16.31 per hour, effective July 16, 2021.
- 49.5 **Letter to Mississippi Division of Public Safety Planning, Office of Justice Programs** – Request authorization to send a letter to the Mississippi Division of Public Safety Planning, Office of Justice Programs Compliance Monitor, Mr. Calvin Weathersby, regarding departmental guidelines for holding juveniles at the Poplarville Police Department.
- 49.6 **Police Chief's Certificate of Attendance** - Acknowledge receipt of Police Chief Daniel L. Collier's Certificate of Attendance for the Mississippi Association of Police Chief's Summer Conference, held June 15-18, 2021.

### 50. City Clerk

- 50.1 **Authorization to Apply for The American Rescue Plan Funds** - The American Rescue Plan funds, in the amount of \$134 million for all non-entitlement (NEUs) Mississippi cities and towns, were transferred from the US Treasury to the Mississippi Department of Finance and Administration (DFA). This represents the first of two annual installments of NEU funds. (NEUs are typically all municipalities under 50,000 in population.) Request authorization for the Mayor and City Clerk to submit an application for the funds, and to authorize the Mayor and City Clerk to engage and seek assistance from the City's Certified Public Accounting firm of Topp, McWhorter, and Harvey, PLLC (TMH), Hattiesburg, Mississippi, and to engage and seek assistance from The Walker Associates, PLLC, represented by Jason Lamb, Engineer, as needed, in order to complete the application process.
- 50.2 **Resolution and Letter Granting Signature Authority for City Bank Accounts** – Adopt a Resolution to authorize the Mayor, Mayor Pro Tempore, and the City Clerk to have signature authority for City bank accounts currently held within the Hancock Whitney Bank and authorize the City Clerk to submit a letter regarding same to BankPlus.

### 51. Public Works Department

- 51.1 **Replacement of Roof on Cumberland Water Plant Control Building** – Request authorization to replace the roof on the Cumberland Water Plant Control Building. One quote for \$4,500.00 was received from Blake Breland, and another quote for \$5,365.00 was received from Cuevas Enterprises, Inc.

### 52. **ACKNOWLEDGE DEPARTMENTAL REPORTS**

### 53. **FLOOR OPENS FOR PUBLIC INPUT/COMMENTS**

### 54. **ADJOURN:** July 20, 2021, at 5:00 p.m.