

AGENDA

August 3, 2021

1. **ROLL CALL:**

Mayor Louise Smith
City Clerk Jane O'Neal
City Attorney Gregory P. Holcomb

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. **MINUTES:** Approval of the Minutes from the regularly-scheduled meeting held on July 20, 2021.

5. **MINUTES: POPLARVILLE PLANNING COMMISSION** – Acknowledge receipt of a copy of the Minutes from the Planning Commission meeting held on July 29, 2021.

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

7. **ORDER CLOSING CITY HALL AND OPERATING THROUGH THE DRIVE-THROUGH** – Due to the increased number of COVID cases in the State and surrounding area, City Hall will be closed to the public, and transactions will be handled through the drive-through window, until further notice.

8. **CLAIMS DOCKET:** Approval of the Claims Docket in the amount of \$112,715.55.

9. **TOUCH-A-TRUCK EVENT** – Ms. Mary Alexander, representing the Poplarville First United Methodist Church, has requested authorization to conduct a Touch-A-Truck event at the railroad park (behind the Town Green), on October 9, 2021, during the Second Annual Sweet Mississippi Tea Festival, and has requested to have City-owned Police and Fire Department vehicles and personnel made available for the event.

10. **CITY ATTORNEY'S REVIEW OF ORDINANCES** – The City Attorney has performed further review of the language 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*, and will report his findings.

11. **APPRAISAL OF MISSISSIPPI POWER COMPANY BUILDING** – Authorize the City Attorney and the City Clerk to have a licensed appraisal firm perform an appraisal on the property located at 201 W. Cumberland Street, also known as the Mississippi Power Company building, needed for future consideration of the possible purchase of the building.

12. **CABLESOUTH MEDIA III, LLC AGREEMENT**- On October 4, 2018, the City entered an agreement with CableSouth Media III, LLC, d/b/a Media 3 to provide cable television service. The Mayor will discuss issues that have arisen.

13. **TRAVEL AUTHORIZATION** – Request authorization for the Mayor and Board of Aldermen to attend the required Mississippi Rural Water Association's 2021 Board Member Management Training, at a cost of \$115.00 per elected official. All allowable expenses will be reimbursed at the rate set forth by the Mississippi State Department of Finance and Administration, Office of Purchasing.

AGENDA

DEPARTMENTAL REPORTS

14. Public Works Department

- 14.1 Superintendent Hale will provide an overview of recent work activity.
- 14.2 Set priorities for the following projects:
 - North Main Street -- Sewer Trench Failure
 - North Jackson Street -- Failed Culvert Requiring Replacement
 - W. North Street -- Failed Sidewalk at Box Culvert
 - Asphalt Paving and Maintenance (City-wide)
 - Automated Meter Readers (All connections)
 - Water System Improvements - HWY 26 West
 - Water System Improvements -- Buck Kirkland at HWY 53

15. Code Enforcement

- 15.1 **Mr. Glennis Neal's Request to Subdivide Property for Housing** – A public hearing was held by the Poplarville Planning Commission on July 29, 2021, regarding Mr. Glennis Neal's request to subdivide property (Parcel # 215920000003700) located at 500 Highway 26 East. Mr. Neal was represented by Owen Law Firm, PLLC. All requirements have been met, and the Poplarville Planning Commission recommends that the request to subdivide the property be approved

16. Fire Department

- 16.1 Fire Chief Bannister will provide an overview of recent work activity.
- 16.2 **Repair of Parking Lot** - Engage The Walker Associates, PLLC, represented by Jason Lamb, Engineer, to evaluate the needed parking lot repairs, and to develop specifications for the repair work.
- 16.3 **Donation of Pearl River County's Fire District #11 (Carriere) Firefighter Combat Gear to City** – Request that Pearl River County's Fire District #11 (Carriere) donated Firefighter Combat Gear be accepted into the City's inventory, consisting of the following:
 - 16.3.1 InnoTex INNO5000 Custom Turnout Coat: Serial Number C1504376004, Size 56-3 PS
 - 16.3.2 InnoTex INNO5000 Custom Turnout Coat: Serial Number P1504376004, Size 46-P2

17. Police Department

- 17.1 **Hire Clayton B. Raine as a Part-Time Police Officer** – The Police Chief recommends the hiring of Clayton B. Raine, as a part-time Police Officer, at the pay rate of \$13.00 per hour, effective July 26, 2021. This matter was tabled on July 20, 2021.
- 17.2 **Hire Tahniqua T. Netterville as a Part-Time Police Officer** – The Police Chief recommends the hiring of Tahniqua T. Netterville, as a part-time Police Officer, at the pay rate of \$13.00 per hour, effective July 26, 2021. This matter was tabled on July 20, 2021.
- 17.3 **2021-2022 Poplarville Special Municipal Separate School District's Security Contract** - Consideration of the 2021-2022 Security Contract between the Poplarville Special Municipal Separate School District and the City. No action was taken on July 20, 2021, regarding this matter.
- 17.4 **Marking of Publicly-Owned or Leased Police Vehicles** – The City Attorney will address the marking of publicly-owned or leased vehicles, as outlined in Mississippi Code § 25-1-87, as it pertains to the Police Department's fleet.
- 17.5 **Memorandum of Understanding** - Consideration of a Memorandum of Understanding between the Poplarville Police Department, the Pearl River County Sheriff's Department, and the Poplarville School District's Police Department regarding school-related violence and crime.

AGENDA

18. City Clerk

- 18.1 **Phelps Dunbar LLP to Develop New Personnel Policy Manual and Job Descriptions** – Request authorization to engage the law firm of Phelps Dunbar LLP, Jackson, Mississippi, to produce a new and updated Personnel Policy Manual and job descriptions, not to exceed \$5,000.00, and to authorize the City Clerk and City Attorney to assist in this project.
- 18.2 **New Leak Adjustment Policy** – Recommend the adoption of a new leak adjustment policy.
- 18.3 **2021-2022 Budget Review** – Continued review of the budget for Fiscal Year ending September 30, 2022.
- 18.4 **2021-2022 Tax Levy** – Request Board Order regarding the current tax levy of 54.50 mills.
- 18.5 **2021-2022 Budget Review Workshop** – Request that a budget workshop be set on Thursday, August 12, 2021, at 6:00 p.m., if needed, to be held in the City Hall Board Room.

19. ACKNOWLEDGE DEPARTMENTAL REPORTS

20. FLOOR OPENS FOR PUBLIC INPUT/COMMENTS

21. EXECUTIVE SESSION – Personnel Matters

22. ADJOURN: August 17, 2021, at 5:00 p.m.