

AGENDA

August 17, 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. **ADOPTION OF THE AGENDA AS PRESENTED**

5. **MINUTES:** Approval of the Minutes from the regularly-scheduled meeting held on August 3, 2021.

6. **MINUTES:** Approval of the Minutes from the special-called meeting held on August 9, 2021.

7. **MINUTES:** Approval of the Minutes from the special-called meeting held on August 12, 2021.

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. The Governor's current Emergency Declaration was set to expire on August 15, 2021, but has been continued for an additional thirty days.

9. **CLAIMS DOCKET:** Approval of the Claims Docket in the amount of \$47,829.76.

10. **RECOGNITION OF POPLARVILLE HIGH SCHOOL FOOTBALL PLAYER, KHALID MOORE, SELECTED BY THE CLARION LEDGER NEWSPAPER AS ONE OF THEIR "DANDY DOZEN"** - Recognition of Poplarville High School football player, Khalid Moore, selected by *The Clarion Ledger* newspaper as one of their "Dandy Dozen", Mississippi's top college football prospects for the Class of 2022.

11. **GLENWILD PROPERTY** – Mr. Justin D. Brooks, Executive Director of the Mississippi Regional Housing Authority, District 8, will discuss the Glenwild property located on Martin Luther King Drive.

12. **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.

13. **APPRAISAL AND PURCHASE OF MISSISSIPPI POWER COMPANY BUILDING** – An appraisal has been performed and submitted by a licensed appraisal firm for the property located at 201 W. Cumberland Street, also known as the Mississippi Power Company building, and authorization is requested for the City Attorney to proceed to perform the necessary steps in order for the City to purchase the property from Mississippi Power Company, at a price of \$125,000.00.

14. **CABLESOUTH MEDIA III, LLC AGREEMENT**- On October 4, 2018, the City entered into an agreement with CableSouth Media III, LLC, d/b/a Media 3 to provide cable television service. The City Attorney is in the process of reviewing the current contract.

DEPARTMENTAL REPORTS

15. **Public Works Department**

15.1 Superintendent Hale will provide an overview of recent work activity.

15.2 **Projects to be Considered** - The Walker Associates, PLLC, represented by Jason Lamb, Engineer, will lead a discussion regarding the priorities for street maintenance as it relates to planning and funding. 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

AGENDA

- 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
- Water System Improvements -- Old Wiggins HWY

- 15.3 **Signage Requested by Poplarville Special Municipal Separate School District for School Bus Traffic** – Jason Jones, Transportation Director for the Poplarville Special Municipal Separate School District, has requested signage on Julia Street and West Magnolia Street, in the vicinity of Church Street, stating for “Buses Only” during the hours of 7:15 a.m. – 8:00 a.m.

16. Code Enforcement

17. Fire Department

- 17.1 Fire Chief Bannister will provide an overview of recent work activity.
- 17.2 **Remove Part-Time firefighter Brandon Hines from the Fire Department’s Part-Time Roster** - Remove part-time Firefighter Brandon Hines from the Fire Department’s Part-Time Roster, effective immediately.
- 17.3 **Remove Part-Time firefighter Jared Schubert from the Fire Department’s Part-Time Roster** - Remove part-time Firefighter Jared Schubert from the Fire Department’s Part-Time Roster, effective immediately.
- 17.4 **Add Part-Time Firefighter Kory Leonard to the Fire Department’s Part-Time Roster** – Add Part-Time Firefighter Kory Leonard to the Fire Department’s Part-Time Roster, at a rate of \$10.00 per hour, effective August 23, 2021.
- 17.5 **Add Volunteer Firefighter Michael Richardson to the Fire Department’s Volunteer Firefighter List** - Add Volunteer Firefighter Michael Richardson to the Fire Department’s Volunteer Firefighter Roster, effective immediately.
- 17.6 **Interlocal Agreement with the Pearl River County Board of Supervisors Regarding Fire Protection for Landlocked Areas within the City** - Request that the City enter into an interlocal agreement with the Pearl River County Board of Supervisors regarding fire protection for landlocked areas within the City.
- 17.7 **Travel Authorization** – Request authorization for Fire Chief Jason Bannister and Deputy Fire Chief Mark Palmer to travel to the State Fire Academy in Pearl, Mississippi, on September 8, 2021, to attend the Mississippi Minimum Standards Board meeting for which both the Fire Chief and the Deputy Fire Chief are on the agenda. The use of the Fire Chief’s pickup truck is also requested. Meal reimbursement is requested, and all allowable expenses will be reimbursed at the rate set forth by the Mississippi State Department of Finance and Administration, Office of Purchasing.

18. Police Department

- 18.1 **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.
- 18.2 **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.
- 18.3 **Resignation of Police Officer John Davis Herring** – Accept the resignation of Police Officer John Davis Herring, effective August 30, 2021.
- 18.4 **Hire Full-Time Police Officer** – Hire full-time Police Officer at the rate of \$16.31 per hour. This will be discussed in Executive Session.

19. City Clerk

- 19.1 **Acknowledge Financial Report** - Acknowledge receipt of the Revenue and Expenditures Report for the month of July, 2021, as submitted by the City Clerk.
- 19.2 **Privilege License Register** - Approve the Privilege License Register for the month of July, 2021.

AGENDA

- 19.3 **Payroll Report** - Approve payroll expenditures of \$100,022.31 for the month of July, 2021.
 - 19.4 **Phelps Dunbar LLP** – Request authorization to compensate the law firm of Phelps Dunbar LLP, Jackson, Mississippi, for the preparation of COVID protocols, at a cost not to exceed \$1,000.00.
 - 19.5 **Adoption of COVID Protocols** - Consider the adoption of COVID protocols developed by the law firm of Phelps Dunbar LLP.
 - 19.6 **Acceptance and Acknowledgment of Receipt of 2019-2020 Audit Report** - Request that the Board of Aldermen accept and acknowledge receipt of the 2019-2020 Audit Report. At a later date, Paige Johnson, CPA, and Jabe Mills, CPA, representing Topp, McWhorter, Harvey, PLLC, will present their findings related to the 2019-2020 Audit Report.
 - 19.7 **Publication of 2019-2020 Audit Report** – Request authorization for the City Clerk to publish, in *The Poplarville Democrat* newspaper, a Public Notice regarding the availability of the 2019-2020 Audit Report per Miss. Code Sections 21-35-31 or 21-17-19.
 - 19.8 **Leak Adjustment Moratorium** – Recommend a moratorium on leak adjustments.
 - 19.9 **Closeout of City Square Park – Phase III – Stage Project No. SM-19-895** – Request authorization for the Mayor and City Clerk to execute the Close-Out Report and cover letter for the City Square Park – Phase III – Stage Project No. SM-19-895 and submit other certified documentation and invoices.
 - 19.10 **Rescind July 20, 2021, Board Order Setting Public Hearing on the Proposed 2021-2022 Budget and Tax Levy and Publish Notice** – Request that the Board of Aldermen rescind the Board Order made on July 20, 2021, authorizing a Public Hearing for the proposed Budget and Tax Levy for Fiscal Year Ending September 30, 2022, to be held at 5:00 p.m. on August 30, 2021, and to authorize the City Clerk to publish a Notice regarding the Public Hearing and proposed Tax Levy in *The Poplarville Democrat* on August 19, , 2021, and August 26, 2021, as prescribed by Section 27-39-203, Miss. Code Ann. (1972).
 - 19.11 **Set Public Hearing on the Proposed 2021-2022 Budget and Tax Levy and Publish Notice** – Request that the Board of Aldermen set a Public Hearing for the proposed Budget and Tax Levy for Fiscal Year Ending September 30, 2022, to be held at 6:00 p.m. on September 7, 2021, and to authorize the City Clerk to publish a Notice regarding the Public Hearing and proposed Tax Levy in *The Poplarville Democrat* on August 26, 2021, and September 7, 2021, as prescribed by Section 27-39-203, Miss. Code Ann. (1972).
 - 19.12 **Set Special-Called Meeting for September 15, 2021, to Adopt the Final 2021-2022 Budget and Tax Levy and Publish** - Request that the Board of Aldermen set a Special-Called Meeting for September 15, 2021, to Adopt the Final 2021-2022 Budget and Tax Levy and to authorize the City Clerk to publish once in *The Poplarville Democrat* newspaper, as required by law, by September 30, 2021.
 - 19.13 **2021-2022 Budget Review** – Continued review of the budget for Fiscal Year ending September 30, 2022.
 - 19.14 **2021-2022 Budget Review Workshop** – Set another budget workshop, if necessary, to finalize the Budget for Fiscal Year ending September 30, 2022.
20. **SET ANNUAL SALARY FOR CITY ATTORNEY, GREGORY P. HOLCOMB** – Set the annual salary of the City Attorney, Gregory P. Holcomb, at \$18,890.56, plus standard deductions, to include the Mississippi Public Employees Retirement System, effective September 1, 2021, to replace the original rate(s) of pay outlined in his initial proposal, preciously approved by the Board of Aldermen on July 7, 2021.
 21. **ACKNOWLEDGE DEPARTMENTAL REPORTS**
 22. **FLOOR OPENS FOR PUBLIC INPUT/COMMENTS**
 23. **EXECUTIVE SESSION** – Personnel Matters within the Police Department.
 24. **ADJOURN**: September 7, 2021, at 5:00 p.m.