

AGENDA

October 5, 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
Code Enforcement Officer Kolby Davis

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 September 21, 2021.

6. **MINUTES:** Approval of the Minutes from the special-called meeting held on September 30, 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.

8. **CLAIMS DOCKET:** Approval of the Claims Docket in the amount of \$72,139.11.

9. **PROCLAMATION: DOMESTIC VIOLENCE AWARENESS MONTH** - The Gulf Coast Center for Non-Violence, has requested that the City declare the month of October, 2021, as Domestic Violence Awareness Month.

10. **TRAFFIC ACCIDENTS AT/NEAR US HWY 11 AND LARKIN I. SMITH DRIVE** – Alderwoman Anne Gendusa Smith will discuss traffic accidents occurring at/near US HWY 11 and Larkin I. Smith Drive.

DEPARTMENTAL REPORTS

11. **Public Works Department**

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

11.2 **Projects to be Considered** - The Walker Associates, PLLC, represented by Jason Lamb, Engineer, previously discussed the projects below, and further discussion is needed regarding setting 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
- 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

11.3 **Cancellation of 2021-2022 Cemetery Maintenance Contracts** – Consider the cancellation of the city's cemetery maintenance contracts currently held by Mr. Walter McGinty, dba McGinty Enterprises.

11.3.1 **Send 30-Day Written Notice of Cancellation of 2021-2022 Cemetery Maintenance Contract for City Cemetery** – Send written Notice of Cancellation of the City Cemetery maintenance contracts currently held by Mr. Walter McGinty, dba McGinty Enterprises.

11.3.2 **Send 30-Day Written Notice of Cancellation of 2021-2022 Cemetery Maintenance Contract for Forest Lawn Cemetery** – Send written Notice of Cancellation of the Forest Lawn Cemetery maintenance contracts currently held by Mr. Walter McGinty, dba McGinty Enterprises.

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11.3.3 **Advertise for 2021-2022 City Cemetery Maintenance Bids** – Authorization requested for the City Clerk to advertise in *The Poplarville Democrat* on October 14, 2021 and October 21, 2021, for bids for the performance of lawn care/maintenance services needed to maintain City Cemetery. The bids must be submitted by November 15, 2021, at 5:00 p.m., and once awarded, the contract will be for a period of one-year.

11.3.4 **Advertise for 2021-2022 Forest Lawn Cemetery Maintenance Bids** – Authorization requested for the City Clerk to advertise in *The Poplarville Democrat* on October 14, 2021 and October 21, 2021, for the performance of lawn care/maintenance services needed to maintain Forest Lawn Cemetery. The bids must be submitted by November 15, 2021, at 5:00 p.m., and once awarded, the contract will be for a period of one-year.

11.4 **Forest Lawn Cemetery Driveway used as School Bus Turn-Around** - Jason Jones, Transportation Director for the Poplarville School District, has requested authorization to use the Forest Lawn Cemetery driveway/entrance as a school bus turn-around.

11.5 **Post-Travel Authorization** – Previously, travel was authorized for Public Works Supervisor, Colton Kopszywa, to attend the Mississippi Rural Water Association’s (MRWA) 2021 Water Certification Short Course, September 27-30, 2021, at the Mississippi Rural Water Association’s facilities located at 5400 Midway Road, Raymond, MS 39154. MRWA now requires that he travel to the Mississippi Gulf Coast Safety Council facility, 920 Cedar Lake Road, Biloxi, Mississippi, to take the required exam on October 5, 2021, at 9:00 a.m. Request authorization to be reimbursed for meals and mileage for the use of his personal vehicle. All allowable expenses will be reimbursed at the rate set forth by the Mississippi State Department of Finance and Administration, Office of Purchasing.

12. Code Enforcement

13. Fire Department

13.1 Fire Chief Bannister will provide an overview of recent work activity.

13.2 **Interlocal Agreement with the Pearl River County Board of Supervisors Regarding Fire Protection for Landlocked Areas within the City** - On August 17, 2021, the Board of Aldermen authorized the Fire Chief to enter into an interlocal agreement with the Pearl River County Board of Supervisors regarding fire protection for landlocked areas within the City. (The City is awaiting the document for review, and final approval.)

14. Police Department

14.1 **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.

15. City Clerk

15.1 **2021-2022 Fee List** – Request adoption of the City’s Official Fee List for the FY Ending September 30, 2022.

15.2 **2020-2021 Municipal Compliance Questionnaire** - Accept the Municipal Compliance Questionnaire for the FYE September 30, 2021, and to authorize the Mayor and City Clerk to execute the document, and for it to be spread upon the official Minutes.

15.3 **2021 Solid Waste Audit and Annual Report on Solid Waste Revenue and Expenses** - Miss. Code § 17-17-347 requires the City to audit the cost of solid waste services, and to inform users of the cost. Miss. Code § 17-17-348 requires municipalities to publish detailed report of solid waste revenues and expenditures. The notice must be published at least once. The City Clerk requests authorization to publish the required information in *The Poplarville Democrat* on October 21, 2021.

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16. ACKNOWLEDGE DEPARTMENTAL REPORTS

- 17. EVENT REQUEST: POPLARVILLE UPPER ELEMENTARY SCHOOL GRANDPARENTS DAY CHORAL PERFORMANCE** – The Poplarville Upper Elementary School has requested approval to conduct a “Grandparents Day Choral Performance” on November 19, 2021, from 9:00 a.m. to 2:00 p.m., at the Town Green/City Square Park.

18. FLOOR OPENS FOR PUBLIC INPUT/COMMENTS

- 19. ADJOURN:** October 19, 2021, at 5:00 p.m.