

AGENDA

Special Called Meeting

November 4, 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 October 19, 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.

7. **CLAIMS DOCKET:** Approval of the Claims Docket in the amount of \$135,166.61.

8. **MISSISSIPPI POWER COMPANY'S SECURITY CAMERA PRESENTATION** - Wendy Powell, Mississippi Power's Marketing Specialist for Video and Surveillance will present information on a proposed SiteView Camera System for the Police Department.

9. **DISTRICT 9 REGIONAL HAZARD MITIGATION PLAN** – The District 9 Regional Hazard Mitigation Plan will expire September 25, 2022. Per FEMA regulations, it is required that all Hazard Mitigation plans be reviewed, updated and resubmitted to FEMA for approval within 5 years. MEMA is beginning the update process for the District 9 Plan. There is a request for City of Poplarville to participate and return a participation letter and designation letter. (This matter was taken under advisement on November 2, 2021.)

10. **PEARL RIVER COUNTY SOLID WASTE MANAGEMENT PLAN UPDATE** – Consideration of the draft Solid Waste Management Plan. The deadline for responding is November 15, 2021.

11. **POLICY - PUBLIC COMMENT AND INPUT FROM CITIZENS** – Review the Policy of the Board of Aldermen of the City of Poplarville captioned "Public Comment and Input from Citizens." (No action was taken on this matter on November 2, 2021.)

12. **AMERICAN RESCUE PLAN FUNDS** – The Mayor will provide an update regarding the American Rescue Plan (ARPA) funding.

13. **TRAVEL AUTHORIZATION: 2022 MID-WINTER LEGISLATIVE CONFERENCE** - Request authorization for the Mayor, Board of Aldermen, and City Attorney to attend the 2022 Mid-Winter Legislative Conference, to be held at the Hilton, 1001 East County Line Road, Jackson, Mississippi, January 11-13, 2022, and related expenses, including a registration fee, hotel accommodations, and meals. Reimbursement for authorized expenses will be at the rate set forth by the Mississippi State Department of Finance and Administration, Office of Purchasing.

DEPARTMENTAL REPORTS

14. **Public Works Department**

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

14.2 **Consider performing sewer trench repairs at the following locations:**

Engage The Walker Associates, PLLC, represented by Jason Lamb, Engineer, will discuss the following potential sewer trench repair projects:

- North Main Street (7 feet wide, by 700 feet in length)
- Roy Street (10 feet wide by 115 feet in length & 8 feet wide by 70 feet in length)

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- Magehee Street (8 feet wide, 50 feet in length)

The scope of work will consist of removing the existing pavement in failed areas, over excavation of unsuitable soils, backfill with select fill material at desired compaction density, and place crushed limestone along the surface to maintain traffic. Asphalt repairs/installation in these areas are recommended under a separate contract in the Spring of 2022. Scope of work is anticipated to exceed the \$50,000 threshold for public bidding. Recommendation to budget the remaining bond proceeds for this project.

- 14.3 **Purchase of Ditch Witch 2550GR Ground Penetrating Radar System** – An updated quote was received for the purchase of a Ditch Witch 2550GR Ground Penetrating Radar System = \$26,976.10, whereas, \$26,069.00 was approved in the budget.
- 14.4 **Purchase of Ditch Witch UTG2 Line Locator System** – An updated quote was received for the purchase of a Ditch Witch UTG2 Line Locator System = \$4,689.63, whereas, \$4,441.00 was approved in the budget.
- 14.5 **Purchase of 2022 Ford F-250 Crew Cab Pickup Truck** - A quote for a 2022 Ford F-250 Crew Cab Pickup Truck was received from Landers Ford South = \$42,368.00, whereas, \$36,643.00 was approved in the budget.
- 14.6 **Engage Dungan Engineering, PA– Forest Lawn Cemetery** - Engage Dungan Engineering, PA, Columbia, Mississippi, to survey, mark grave sites, and to develop a to-scale plat, providing four sets of the plats, of the remaining open area at Forest Lawn Cemetery, at a cost not to exceed \$2,500.00.
- 14.7 **Engage The Walker Associates, PLLC – 1511 South Shivers Street Drainage Easement** - Engage The Walker Associates, PLLC, represented by Jason Lamb, Engineer, to provide engineering services necessary for the development of a drainage easement at 1511 South Shivers Street.

15. Code Enforcement

16. Fire Department

- 16.1 Fire Chief Bannister will provide an overview of recent work activity.
- 16.2 **JMCM Consulting, Five Points, Alabama** – Discussion regarding engaging the professional services offered by JMCM Consulting, 2185 County Road 261, Five Points, Alabama, to assist the Fire Department in developing a project proposal and writing a grant for the 2022 Assistance to Firefighters Grant Program. (This matter was taken under advisement on November 2, 2021.)
- 16.3 **Contract for Fire Protection Service** – Proposed contract between the Pearl River County Board of Supervisors, as the governing authority of Pearl River County, and as the governing authority of the Poplarville Fire Protection Grading District, hereinafter referred to, respectively, as “County”. Poplarville Fire Grading District,” and the City of Poplarville, hereinafter referred to as “City,” for the express purpose of providing fire protection services, and other emergency services as may be a necessary and integral part of fire protection services, to Pearl River County in certain areas. (This matter was taken under advisement on November 2, 2021.)
- 16.4 **Travel Authorization** – Request authorization for Fire Chief Jason Bannister to participate in the “Incident Safety Officer NFPA 1521 – Class Number 2E35F”, conducted at/by the St. Tammany Fire District #1 Training Academy, Slidell, LA, November 1, 2021 – November 5, 2021. Request the use of department vehicle for the class dates and the test dates. Upon completion of this course, the student will have met requirements set forth by NFPA 1521, and become a certified Incident Safety Officer. There is no cost associated with the class, and no per diem is requested. Reimbursement for authorized expenses will be at the rate set forth by the Mississippi State Department of Finance and Administration, Office of Purchasing.

17. Police Department

- 17.1 Police Chief Collier will provide an overview of recent work activity.
- 17.2 **Purchase of 2022 Ford Police Interceptor Utility Vehicle** - A quote for a 2022 Ford Police Interceptor Utility Vehicle was received from Pine Belt Auto Group = \$38,592.00, whereas, \$36,000.00 was approved in the budget.

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18. City Clerk

- 18.1 **Proclamation of Thanksgiving, Christmas, and New Year's Day as Holidays** – Acknowledge Thursday, November 25, 2021, as a State and City holiday in observance of Thanksgiving Day; on Friday, December 24, 2021, in observance of Christmas Day; and Friday, December 31, 2021, in observance of New Year's Day, as declared by the Governor of the State of Mississippi, by and through a Proclamation signed on the 22nd day of October, 2021. In addition, the Governor has authorized that the City may, in its discretion, close all offices on Friday, November 26, 2021, in further observance of the Thanksgiving holiday, on Thursday, December 23, 2021, in further observance of Christmas.
- 18.2 **2020-2021 Final Budget Amendments** - Section 21-35-25, Miss. Code Ann. (1972), provides for the revision of the final adopted budget, and requires any amendments made to an originally adopted budget which exceed ten percent (10%) of the total amount appropriated or authorized to be expended in a particular department fund shall be published or posted within two (2) weeks of the action in a newspaper in the same manner as the final adopted budget. Request adoption of the final amended 2020-2021 Budget, and authorization to publish adopted budget which exceeds ten percent (10%) of the total amount appropriated or authorized to be expended in a particular department fund.

19. ACKNOWLEDGE DEPARTMENTAL REPORTS

20. **EVENT REQUEST:** The Poplarville Chamber of Commerce has requested approval to conduct their annual event, *Christmas on Main*, on December 18, 2021, from 9:00 a.m. – 7:00 p.m., at the Town Green/City Square Park.

21. FLOOR OPENS FOR PUBLIC INPUT/COMMENTS

22. **ADJOURN:** November 16, 2021, at 5:00 p.m.