

AGENDA

May 18, 2021

1. **ROLL CALL**

City Clerk Jane O'Neal
City Attorney Many Creel Bryan

Mayor Rossie Creel
Alderman Daniel H. Brown
Alderman John Russell Miller, Jr.
Alderwoman Anne G. Smith
Alderman Kevin L. Tillman, Sr.
Alderwoman Shirley Wiltshire

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. **MINUTES** - Approval of the Minutes from the regularly-scheduled meeting held on May 4, 2021.

5. **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.

6. **TAX ABATEMENT ORDINANCE** – Ms. Lindsay Ward, Pearl River County Economic Development Director, will be present to participate in the discussion of an Ordinance “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”. (The Tax Abatement Ordinance has been made available for public review since the last meeting on May 4, 2021.)

7. **CITY SQUARE PARK – PHASE III: REQUEST FOR CASH NUMBER 5 – 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 5, submitted by South Mississippi Planning and Development District, in the amount of \$31,970.35, and to issue a check in the amount of \$31,970.35 to MitchCo Construction, Inc. for work performed for the City Square Park – Phase III project.

8. **CITY SQUARE PARK – PHASE III: PAYMENT TO LANDRY, LEWIS & GERMANY ARCHITECTS, PA** - Request authorization to pay Landry, Lewis, & Germany, PA, invoice CN 19-3734-008 in the amount of \$383.65, for work performed for the City Square Park – Phase III project for the period March 24, 2021-May 4, 2021.

9. **CITY SQUARE PARK – PHASE III: REQUEST FOR A SIX-DAY CONTRACTUAL EXTENSION OF TIME BY MITCHCO CONSTRUCTION, INC.** - MitchCo Construction, Inc. requests approval of a six-day contractual extension of time due to inclement weather impacting the completion of the Mississippi Development Authority’s (MDA) Small Municipalities Grant Number SM-19-895 City Square Park – Phase III project.

10. **CLAIMS DOCKET** - Approval of the Claims Docket in the amount of \$63,966.14.

11. **RESOLUTION AUTHORIZING GRANT APPLICATION FOR POPLAR SPRINGS LAKE PIER REPAIR** – Mr. Kyle East, Dungan Engineering, PA, Columbia, Mississippi, has requested the adoption of a Resolution Authorizing an Application for the 2021 Land and Water Conservation Fund (LWCF) Grant for the renovation/repair of the existing fishing pier at the City’s Poplar Springs Lake.

12. **RESIGNATION OF MS. MANYA CREEL BRYAN AS CITY ATTORNEY**– Accept the resignation of the current City Attorney, Ms. Many Creel Bryan, effective June 30, 2021.

13. **JOB POSTING FOR CITY ATTORNEY** – Authorize the City Clerk to post the job opening for the position of City Attorney on the City’s website and Facebook page in order to seek applicants to fill the position.

14. **RESIGNATION OF MR. BOBBY NESTLE FROM THE POPLARVILLE PLANNING COMMISSION** - Accept the resignation of Mr. Bobby Nestle from the Poplarville Planning Commission, effective June 30, 2021, as Mr. Nestle was duly elected as Alderman, and will officially take office on July 1, 2021.

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CITY DEPARTMENTS

15. Public Works

- 15.1 **Engage Engineering Firm to Recreate City Cemetery Plat** - Engage The Walker Associates, PLLC, represented by Jason Lamb, Engineer, to proceed with recreating the pre-existing old City Cemetery plat.

16. Code Enforcement

17. Fire Department

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 current status of the National Incident-Based Reporting System (NIBRS), and the transition to the new Pearl River County E-911 System.
- 18.2 **University of Southern Mississippi Criminal Justice Department Student Internship** - A University of Southern Mississippi Criminal Justice Department student has requested authorization to intern at the Poplarville Police Department over the summer.

19. City Clerk

- 19.1 **Acknowledge Financial Report** - Acknowledge receipt of the Revenue and Expenditures Report for the month of April, 2021, as submitted by the City Clerk.
- 19.2 **Privilege License Register** - Approve Privilege License Register for April, 2021.
- 19.3 **Payroll Report** - Approval of payroll expenditures in the amount of \$145,165.05 incurred during the month of April, 2021.
- 19.4 **2021-2022 City Cemetery Maintenance Bids** – Consideration of bids received for the performance of lawn care/maintenance services needed to maintain City Cemetery. The bids were due on May 17, 2021, at 5:00 p.m. Once awarded, the contract will be for a period of one-year.
- 19.5 **2021-2022 Forest Lawn Cemetery Maintenance Bids** – Consideration of bids received for the performance of lawn care/maintenance services needed to maintain Forest Lawn Cemetery. The bids were due on May 17, 2021, at 5:00 p.m. Once awarded, the contract will be for a period of one-year.
- 19.6 **Bulletproof Vest Partnership (BVP) FY 2021 Grant Application** - Request authorization to submit an application for the Bulletproof Vest Partnership (BVP) FY 2021 grant. The grant requires a 50% matching funds. The deadline for submittal of the application is June 14, 2021.
- 19.7 **2021-2022 Blue Cross – Blue Shield Policy Renewal**– Request authorization to renew the Blue Cross – Blue Shield group medical insurance policy for the period of August 1, 2021 – July 31, 2022. The rates previously dropped for three years in a row, and have remained the same as last year.
- 19.8 **2020-2021 Principal Platform Service for Non-Medical Insurance Management** – Request authorization to engage in the Principal all-inclusive platform for all other types of employer provided non-medical insurance coverage for the period of August 1, 2020 – July 31, 2021.
- 19.9 **Travel Authorization** – Request authorization for the Municipal Court Clerk, Jourdan Smith, to attend the Municipal Court Clerks Association’s Annual Summer Seminar at the Imperial Palace Casino Resort, 850 Bayview Avenue, Biloxi, Mississippi, from July 25-27, 2021, for six hours credit. Authorization for meals, mileage, and hotel accommodations at the Imperial Palace for the special rate of \$99.99 plus a \$14.00 resort fee for the nights of June 25-July 27, 2021, is also requested. All allowable expenses will be reimbursed at the rate set forth by the Mississippi State Department of Finance and Administration, Office of Purchasing.

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- 19.10 **Account Adjustment Request** – Ms. Patricia Fairley has requested consideration of an account adjustment on Triumph Baptist Church’s Account Number 04-0172000. (No receipts were submitted.) The current balance on the account is \$0.00. However, there was recently a \$163.00 balance that was paid in order to avoid late fees. Based upon the average consumption for the six months prior to the problem, the account balance would be reduced by \$145.63, resulting in an adjusted credit balance of \$145.63.
- 19.11 **Leak Adjustment Request** – Ms. Anne Gendusa Smith has requested consideration of a leak adjustment on Account Number 01-0092000. The current balance on the account is \$0.00, because the recent balance was paid. Based upon the average consumption for the six months prior to the problem, the account balance would be reduced by \$30.36, resulting in an adjusted credit balance of \$30.36.
- 19.12 **Official Recapitulation and Certification of the April 6, 2021 Primary Election** - Acknowledge the Official Recapitulation and Certification of the April 6, 2021, Primary Election, and authorize the official documents to be spread upon the Minutes.
- 19.13 **Official Recapitulation and Certification of the April 27, 2021 Republican Primary Runoff Election** - Acknowledge the Official Recapitulation and Certification of the April 27, 2021, Republican Primary Runoff Election, and authorize the official documents to be spread upon the Minutes.
- 19.14 **Municipal Election Commission’s Official Order Dispensing of the 2021 General Election** – Acknowledge the Municipal Election Commission’s Official Order Dispensing of the June 8, 2021 General Election, and authorize the official documents to be spread upon the Minutes.
20. **EVENT REQUEST: KE’S KREATION & MORE, LLC & GLAMOUR KOLLECTION, LLC POP UP SHOP EVENT**– Audreanna Brown has requested authorization for Ke’s Kreation & More, LLC & Glamour Kollection, LLC to use the gazebo and the open area on July 17, 2021, from noon until 5:00 p.m. for a *“pop up shop event where small business owners will setup and sell their products. Vendors must pay a fee of \$60.00. The event is open and free to the public, and there will be a live DJ. Vendors are allowed to setup two hours in advance.”*
21. **LETTER OF APPRECIATION FROM POPLARVILLE PUBLIC LIBRARY** – Ms. Denise Davis, Branch Manager of the Poplarville Public Library has submitted a letter of appreciation to the City.
22. **RE-APPOINTMENT OF MR. WALTER LOWE TO THE POPLARVILLE PUBLIC LIBRARY ADVISORY BOARD** – Mr. Walter Lowe’s current term serving on the Poplarville Public Library Advisory Board expired on November 19, 2020, and Mr. Lowe has volunteered to continue in the position.
23. **RE-APPOINTMENT OF MR. STANLEY KNOLL TO THE POPLARVILLE PUBLIC LIBRARY ADVISORY BOARD** – Mr. Stanley Knoll’s current term serving on the Poplarville Public Library Advisory Board expired on November 19, 2020, and Mr. Knoll has volunteered to continue in the position.
24. **EXECUTIVE SESSION** – Discussion regarding Police Department personnel matters and pending litigation.
25. **ADJOURN** - Tuesday, June 1, 2021, at 5:00 p.m.