

***MINUTES OF THE PROCEEDING OF THE MAYOR AND BOARD OF ALDERMAN OF THE CITY OF SALTILLO, MISSISSIPPI WHO MET IN A REGULAR BOARD MEETING HELD ON AUGUST 2, 2022 AT THE CITY HALL BOARD ROOM AT 6:00 P.M.***

Be it remembered that the Mayor and Board of Aldermen of the City of Saltillo, Mississippi met in a regular board meeting held on Tuesday August 2, 2022 at the City Hall Board Room at 6:00 P.M. and the following officials were present to wit:

Mayor	Copey Grantham	
Aldermen	Scottie Clark	Absent
	Terry Glidewell	
	Brian Morgan	
	Craig Sanders	
	Sonya Hill Witcher	
City Clerk	Mary Parker	
City Attorney	Chris Evans	
Deputy Clerk	Monica Porterfield	

Thereupon the Mayor declared a legal quorum present and the meeting was opened for the following business:

**RE: APPROVE THE AGENDA**

On the motion of Craig Sanders, seconded by Terry Glidewell, and by an affirmative vote of all present to approve the agenda for the August 2, 2022 meeting, with the following removals and additions: remove E-4 and F-4 and add F-4 personnel, G-2 hire in police department and add H-5 – BBI monthly reconciliation.

Ordered this the 2<sup>nd</sup> day of August, 2022.

**RE: APPROVE MINUTES – JULY 19, 2022**

On the motion of Brian Morgan, seconded by Terry Glidewell, and by an affirmative vote of all present to approve the minutes of the regular board meeting, July 19, 2022, as recorded.

Ordered this the 2<sup>nd</sup> day of August, 2022.

**RE: CLAIMS DOCKET 68398-68480 PAID & UNPAID CLAIMS**

On the motion of Craig Sanders, seconded by Brian Morgan, and by an affirmative vote of all present, to approve the paid and unpaid claims docket 68398 - 68480.

Ordered this the 2<sup>nd</sup> day of August, 2022.

**RE: 132 GYM CIRCLE**

On the motion of Brian Morgan, seconded by Craig Sanders, and by an affirmative vote of all present to assess the property at 132 Gym Circle (Parcel #054M-17-013-27) \$314.00 for cleanup of property. This property was previously found by the board to be in violation of MCA 21-19-11.

Ordered this the 2<sup>nd</sup> day of August, 2022.

**RE: 159 CARTWRIGHT**

On the motion of Terry Glidewell, seconded by Craig Sanders, and by an affirmative vote of all present to assess the property located at 159 Cartwright (Parcel #0541M-20-081-00) for demolition of the house at a cost of \$3,780.00. This property was previously found by the board to be in violation of MCA 21-19-11.

Ordered this the 2<sup>nd</sup> day of August, 2022.

**RE: PEYTON COVE**

On the motion of Brian Morgan, seconded by Craig Sanders, and by an affirmative vote of all present to assess the property located on Peyton Cove \$89.00 for the mowing of the grass. This property was previously found by the board to be in violation of MCA 21-19-11.

Ordered this the 2<sup>nd</sup> day of August, 2022.

**RE: SUBDIVISION STANDARDS - AMENDMENTS**

On the motion of Terry Glidewell, seconded by Sonya Witcher, and by an affirmative vote of all present to set a public hearing for September 6<sup>th</sup>, 2022 at 5:30 PM to hear comments concerning the proposed amendments to the subdivision standards and the dig ordinance.

Ordered this the 2<sup>nd</sup> day of August, 2022.

**RE: HIRE ARCHITECT FOR THE BATHROOMS AND CONCESSIONS AT WESSON PARK**

On the motion of Craig Sanders, seconded by Sonya Witcher, and by an affirmative vote of all present to approve the quote from Creative Designs, LLC (David Jones) for the architectural plans for bathrooms and concessions at Wesson Park for \$3,750.00. This will include floor plans, elevations, roof plan, sections, schedules and details as needed. Will not include specifications or construction administration. No budget has been given, and no indication that this project will be bid. Mr. Jones will submit the drawings to the City and the State Board of Health for review and approval, if required. These are professional services under state purchasing laws.

Ordered this the 2<sup>nd</sup> day of August, 2022.

**RE: PARK & REC – ORDER ON THE MINUTES.**

On the motion of Brian Morgan, seconded by Terry Glidewell, and by an affirmative vote of all present to place an order on the minutes to move \$1,000.00 from 004-300-595, \$1,000.00 from 004-300-596, \$500.00 from 004-300-602 and \$600.00 from 004-300-610 and transfer to 004-300-730.

Ordered this the 2<sup>nd</sup> day of August, 2022.

**RE: GREENS GROOMER**

On the motion of Craig Sanders, seconded by Brian Morgan, and by an affirmative vote of all present to purchase a Greens Groomer from Pioneer Athletics for the total price of \$4,100.00.

Ordered this the 2<sup>nd</sup> day of August, 2022.

**RE: ULTIMATE FRISBEE FIELD RENTAL**

On the motion of Terry Glidewell, seconded by Craig Sanders, and by an affirmative vote of all present to charge the Ultimate Frisbee league/teams \$300.00 for rental of the soccer fields for 4-6 weeks during the summer. This rental arrangement is in accordance with the same policy in effect for other ballfields. Those taking part in this games/league will be required to sign a liability waiver form prior to participating.

Ordered this the 2<sup>nd</sup> day of August, 2022.

**RE: TENNIS COURT**

On the motion of Craig Sanders, seconded by Brian Morgan, and by an affirmative vote of all present to pay the final payment of \$13,177.67 to ROCO Construction for the tennis court project. Payment will be tendered by the city contingent upon all work being inspected and approved by the park and rec director.

Ordered this the 2<sup>nd</sup> day of August, 2022.

**RE: WK WEBB SPORTSPLEX PAYMENT**

On the motion of Brian Morgan, seconded by Sonya Witcher, and by an affirmative vote of all present make a second draw payment of \$95,703 to Stewart Environment Construction for work being done at the WK Webb Sportsplex Fields. This payment has been approved and recommended by the city's landscape architect who is overseeing the project.

Ordered this the 2<sup>nd</sup> day of August, 2022.

**RE: PARK MONTHLY UPDATE**

Director Alex Wilcox reported that registration was up in both flag football and soccer. Cutting grass and maintenance is keeping them busy. No action taken.

Ordered this the 2<sup>nd</sup> day of August, 2022.

**RE: PUBLIC WORKS MONTHLY UPDATE**

Public Works Director Dustin Hathcock informed the board that the street department fixed sink holes at Old South and McComb Ave. Cleaned out ditches on Southwest, Third St and Knight Dr. They ran the limb truck 4 days during the month. The sewer department has two employees at collections training and they have done the monthly pm's. The water department took samples, replaced meters that were not working, fixed meter boxes, got rid of old lines going to Lake Lamar Bruce and fixed 2 service lines in Pine Crest. They did a total of 213 locates for the month. No action taken.

Ordered this the 2<sup>nd</sup> day of August, 2022.

**RE: PURCHASE LOCATOR**

On the motion of Brian Morgan, seconded by Craig Sanders, and by an affirmative vote of all present to purchase a locator from Green Equipment Co for \$9,810.00. A quote was also received for \$9,940.00 from Surface Solutions.

Ordered this the 2<sup>nd</sup> day of August, 2022.

**RE: WATER POLICY CHANGES**

On the motion of Brian Morgan, seconded by Sonya Witcher, and by an affirmative vote of all present to amend the water policy to add that any customer dumping raw sewage on the ground would be subject to having their water service disconnected. It is illegal and harmful to dump raw sewage. Also, to add that any business not holding a privilege license would be subject to having

their water service discontinued. Per the amended policy, the customer will receive notice of the allegation and an opportunity to either correct the problem or else to have a due process hearing prior to disconnection if they so desire.

Ordered this the 2<sup>nd</sup> day of August, 2022.

**RE: MDA LOAN \$365,986 FOR FIRE TRUCK**

On the motion of Brian Morgan, seconded by Craig Sanders, and by an affirmative vote of all present to acknowledge the receipt of \$365,986.00 from Mississippi Development Authority in loan proceeds for the purchase of the new fire truck.

On the motion of Brian Morgan, seconded by Craig Sanders, and by an affirmative vote of all present to pay Emergency Equipment Professionals the final payment of \$365,696.00 for the purchase of the new 2022 Pierce Custom Pumper Fire Truck. This truck was purchased on state contract price and was previously approved by the board.

Ordered this the 2<sup>nd</sup> day of August, 2022.

**RE: TRUCK PAYMENT DUE SEPTEMBER 2022**

On the motion of Craig Sanders, seconded by Sonya Witcher, and by an affirmative vote of all present to pay the first payment for the fire truck note due in September to MDA for \$3,750.91, from reserves. Additional payments going forward will be budgeted for 2022-2023.

Ordered this the 2<sup>nd</sup> day of August, 2022.

**RE: MONTHLY REPORT**

Chief Mark Nowell gave his monthly report. They had a total of 30 incident calls. This included 15 EMS calls, 5 grass fires, 8 false alarms, and 2 accidents. The volunteers had two training meetings. The average response was 3.2 men including full time and volunteers. No action taken.

Ordered this the 2<sup>nd</sup> day of August.

**RE: PERSONNEL**

On the motion of Brian Morgan and by an affirmative vote of all present to discuss whether a personnel matter meets the criteria to go into executive session.

On the motion of Brian Morgan, seconded by Craig Sanders, and by an affirmative vote of all present to go into executive session to discuss a personnel issue.

Present in executive session were Mayor Grantham, Aldermen Sanders, Glidewell, Morgan and Witcher, City Attorney Chris Evans, City Clerk Mary Parker, and fire chief Mark Nowell. A personnel issue was discussed. No action taken.

On the motion of Brian Morgan, seconded by Craig Sanders, and by an affirmative vote of all present to return to regular session.

No action taken.

Ordered this the 2<sup>nd</sup> day of August, 2022.

**RE: \$90,000.00 RFTAR AND SEWER REIMBURSEMENT**

On the motion of Brian Morgan, seconded by Craig Sanders, and by an affirmative vote of all present to accept receipt

of the \$90,000.00 grant from RFTAR and return/re-pay the same amount to sewer fund as borrowed to pay on the 2022 Pierce Fire Truck. The board of aldermen previously determined that the sewer department reserves were more than capable of making the temporary short-term transfer toward the down payment on the fire truck which was a necessity for the city and its citizens due to the age and condition of the previous truck.

Ordered this the 2<sup>nd</sup> day of August, 2022.

**RE: POLICE DEPARTMENT – MONTHLY REPORT**

Chief McKinney reported 66 reports written, 13 felonies, 16 DUI's . Asst Chief Bill Roberts presented several cases to the grand jury and all were indicted. No action taken.

Ordered this the 2<sup>nd</sup> day of August, 2022.

**RE: HIRE DAMIEN SWICK**

On the motion of Craig Sanders, seconded by Terry Glidewell, and by an affirmative vote of all present to hire Damien Swick in the police department at \$15.30 per hour plus all benefits due a full-time employee until his completion of the academy and then he will be paid \$16.00 per hour upon approval of the board. This hiring is effective August 3, 2022.

Ordered this the 2<sup>nd</sup> day of August, 2022.

**RE: MEMORANDUM OF UNDERSTANDING**

On the motion of Brian Morgan, seconded by Terry Glidewell, and by an affirmative vote of all present to enter into a memorandum of understanding with the MS Department of Finance and Administration for the purpose of establishing the agreed upon conditions under which the DFA may disburse funds to assist the City of Saltillo in paying costs associated with the proposed projects to upgrade the sidewalks and to construct a ditch at the WK Sportsplex in the amount not to exceed \$250,000.00.

Ordered this the 2<sup>nd</sup> day of August, 2022.

**RE: ORDER ON THE MINUTES TO MOVE FUNDS**

On the motion of Craig Sanders, seconded by Terry Glidewell, and by an affirmative vote of all present to move \$3,800.00 from 001-370-684 and \$4842.00 from 001-370-681 to 001-040-600 in amount of \$4,042.00 and 001-040-610 in amount of \$4,600.00.


Ordered this the 2<sup>nd</sup> day of August, 2022.

**RE: BBI – MONTHLY RECONCILIATION**

On the motion of Craig Sanders, seconded by Brian Morgan, and by an affirmative vote of all present to engage BBI to reconcile the city's bank accounts on a monthly basis for \$70.00 per hour with a minimum of 3 hours. It is the intent of the city that this will address the audit issue of not having enough agents/employees for division of financial duties.

Ordered this the 2<sup>nd</sup> day of August, 2022.

  
 \_\_\_\_\_  
 Mayor Copey Grantham

  
 \_\_\_\_\_  
 City Clerk Mary Parker