

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 3, 2021 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 August 3, 2021 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	
	Terry Glidewell	
	Brian Morgan	Absent
	Craig Sanders	
	Sonya Hill Witcher	
City Clerk	Mary Parker	
City Attorney	Chris Evans	

RE: APPROVE THE AGENDA

On the motion of Scottie Clark, seconded by Craig Sanders, and by an affirmative vote of all present to approve the agenda with the removal of Clyde C Scott insurance and to add Computer Services to the end of the meeting.

Ordered this the 3rd day of August, 2021.

RE: BOARD MINUTES – SPECIAL BOARD MEETINGS JULY 1, JULY 19, JULY 20, 2021 AND REGULAR MEETING JULY 6, 2021

On the motion of Craig Sanders, seconded by Terry Glidewell, and by an affirmative vote of all present to approve the minutes of the Special Called Meetings July 1, 19th, 20th and the regular meeting July 6th, 2021, as recorded.

Ordered this the 3rd day of August, 2021.

RE: CLAIMS DOCKET 66382 - 66488

On the motion of Scottie Clark, seconded by Craig Sanders, and by an affirmative vote of all present to approve the claims docket 66382 – 66488.

Ordered this the 3rd day of August, 2021.

RE: A6 BROWN BAG REQUEST

On the motion of Sonya Witcher, seconded by Terry Glidewell, and an affirmative vote of Glidewell, Sanders, and Witcher, with Scottie Clark voting nay, to extend the A6 brown bag special request allowance for an additional nine (9) months with the following requirements:

1. Wine or liquor cannot be kept or stored on the premises at any time.
2. The owners or employees cannot handle or help to serve any of the wine or liquor.
3. The “brown bagging” shall be allowed to take place on Thursday through Saturday from 5:00 PM until 11:00 PM.

4. The premises will need to provide adequate security and will need to verify that no one under 21 is allowed to drink alcohol of any type.
5. The premises will need to verify that no one over-serves themselves or obviously consumes too much alcohol, within reason. This will be a subjective, common-sense standard.
6. The owners will provide sealable bags so that those leaving the premises with unconsumed containers of alcohol can place said containers in such a bag prior to leaving. The owners will notify the patrons of this requirement.
7. The premises will need to have adequate liability insurance and will need to agree to indemnify the city from any claims or liability.
8. The premises will need to advise patrons that, upon leaving with unconsumed wine or liquor, they will need to keep the bag and bottle sealed and stored outside the passenger compartment of their vehicle, such as in the trunk of a car, etc.

As with the previous allowance, the board reserves the right to review, alter or amend this finding as circumstances may dictate at the board's discretion.

Ordered this the 3rd day of August, 2021.

RE: INTERLOCAL AGREEMENT WITH LEE CO NARCOTICS

On the motion of Craig Sanders, seconded by Scottie Clark, and by an affirmative vote of all present to enter into an interlocal agreement with the North MS Narcotics Unit. The mayor and police chief are hereby given the authority to execute the contract and any other such documents as may be necessary.

Ordered this the 3rd day of August, 2021.

RE: DEUNDR A POOLE

On the motion of Craig Sanders, seconded by Scottie Clark and by an affirmative vote of all present to hire Deundra Poole as a full-time police officer and to enter into a contract with Lee County schools for Poole to serve as an SRO in which the schools would pay ½ of his salary and benefits. This hire is contingent upon the contract with Lee County Schools being officially offered to the city and also that Poole understands that he must attend and successfully complete the next available full-time law enforcement academy in order to remain as an officer with the City. He will start out at \$14.28 per hour until his completion of the academy.

Ordered this the 3rd day of August, 2021.

RE: JORDAN MANN

On the motion of Scottie Clark, seconded by Craig Sanders, and by an affirmative vote of all present to hire Jordan Mann as a full-time police officer with a salary of \$15.30 per hour and all benefits due a full-time officer. The effective date will be Monday, August 16, 2021.

Ordered this the 3rd day of August, 2021.

RE: POLICE DEPARTMENT MONTHLY UPDATE

Chief McKinney informed the board that the department had been very busy during the month of July. Several calls concerning domestic violence, drug arrests and citations had occurred during the month. He said the department was moving forward. No action taken.

Ordered this the 3rd day of August, 2021.

RE: ENGINEERING AGREEMENT

On the motion of Craig Sanders, seconded by Terry Glidewell, and by an affirmative vote of all present to engage ESI to do consulting work in the old part of the town to include video inspection and clearing of the sewer lines as well as lift stations. Once the said video inspection has been completed, ESI will then consult further with the city on which, if any, projects need to occur or take priority in order to properly maintain the sewer infrastructure and to lower I & I. The board considers this agreement to be for professional services and, therefore, competitive bids or quotes are not required under state purchasing laws.

Ordered this the 3rd day of August, 2021.

RE: ENGINEERING FOR METERS

Dustin Dabbs spoke to the board concerning engineering specs and proposed engineering agreement for auto-read water meters.

No action taken.

RE: ON-CALL PAY

On the motion of Scottie Clark, seconded by Craig Sanders, and by an affirmative vote of all present to approve eight (8) hours of additional pay per employee, at their regular pay rate, during the week in which they are on-call for the water and sewer department. One employee will be on-call each week. In order to be eligible for the pay, they must be available and in the general geographical area so as to allow for a reasonably quick response time when called. This would be paid at their regular pay, but if called in to work then that would be paid at time and half if the hours exceed 40 hours for that week. The week will run Wednesday morning to Wednesday morning to coincide with the payroll. The justification for this extra pay, which was cleared through the city auditors, will be that the employee will incur extra duties such as to be on 24 hour call and must stay in the general area with the ability to respond quickly in case of an emergency during the week in which they are on call.

Ordered this the 3rd day of August, 2021.

RE: GPS UPDATE EQUIPMENT

On the motion of Craig Sanders, seconded by Sonya Witcher, and by an affirmative vote of all present to approve purchase of GPS equipment to use to assist to document and save the location of city water and sewer lines. The purchase will be made from NEI for \$15,576.16, the lowest and best bid. A second quote was also received from Allan for \$16,870.00.

Ordered this the 3rd day of August, 2021.

RE: WATER TRAINING FOR BOARD MEMBERS

Dustin Hathcock informed the board that per Senate Bill 2674 all elected board members must attend the water

training. He asked them to please try to attend one of the upcoming classes. A class will be held on October 5, 2021 at the BancorpSouth Arena in Tupelo.

No action taken.

Ordered this the 3rd day of August, 2021.

RE: DUSTIN HATHCOCK – FIRE CALLS

On the motion by Craig Sanders, and seconded by Scottie Clark, and by an affirmative vote of all present, to allow Dusting Hathcock, a volunteer fireman, to answer calls with our fire department, at his discretion, when he is available and on regular duty.

Ordered this the 3rd day of August, 2021.

RE: PROPERTY MAINTENANCE

On the motion of Craig Sanders, seconded by Scottie Clark, and by an affirmative vote of all present to find the property located at 189 Meg's Lane to be a menace to the health, safety and welfare of the community per MS Code 21-19-11. The city will clean the property, if the owners fail to do so, and assess the property for the costs as the law provides. The property was duly noticed for a hearing pursuant to state law.

On the motion of Craig Sanders, seconded by Sonya Witcher, and by an affirmative vote of all present to find the property located at 433 S Third to be a menace to the health, safety and welfare per MS Code 21-19-11. Brian Grissom is to further inspect the property and discuss same with the owners and to report back to the mayor and board at the next regular board meeting. This property was duly noticed for a hearing pursuant to state law.

Ordered this the 3rd day of August, 2021.

RE: WALK-THRU DISCUSSION

Brian Grissom suggested to the mayor and board that the city develop a policy for the usage of the walk-thru in the downtown. He suggested that we declare it for public use only and that we do not allow people to set up and sell products in the walk-thru absent prior approval for a special occasion or similar.

No action taken.

Ordered this the 3rd day of August, 2021.

RE: GENERATOR GRANT

On the motion of Scottie Clark, seconded by Craig Sanders, and by an affirmative vote of all present to authorize the 25% match by the city for the Generator Grant of \$54,514.00. The city's share would be \$13,629.00 if the grant is approved from MEMA.

Ordered this the 3rd day of August, 2021.

RE: JARRELL GROUP AUDITING SERVICES

The Jarrell Group made a proposal to the city to provide auditing services for the 2020-2021 fiscal year. The proposal would include auditing the financial statements of the governmental activities, the business-type activities, each major

fund, and the aggregate remaining fund information, including the related notes to the financial statements, which collectively comprise the basic financial statements of the City of Saltillo as of and for the year ended September 30, 2021. As part of the audit, they will provide assistance with preparation of statements, schedule of expenditures of federal awards, and related notes. The cost is not to exceed \$18,250.00.

No action taken.

Ordered this the 3rd day of August, 2021

RE: ARPA FUNDS

On the motion of Scottie Clark, seconded by Sonya Witcher, and by an affirmative vote of to authorize the City Clerk to open a bank/savings account with Renasant Bank for ARPA funds to be placed into the account.

Ordered this the 3rd day of August, 2021.

RE: 2020-2021 FY BUDGET

On the motion of Terry Glidewell, seconded by Scottie Clark, and by an affirmative vote of all present to approve the amendments to the 2020-2021 FY Budget as presented:

RE: 2020-2021 FY BUDGET

On the motion of Terry Glidewell, seconded by Scottie Clark, and by an affirmative vote of all present to approve the amendments to the 2020-2021 FY Budget as presented:

CITY OF SALTILLO 2020-2021					
PROPOSED	BUDGET	REVISED	REVISED	REVISED	REVISED
FY BUDGET	9/8/2020	11/2/2020	2/2/2021	6/1/2021	8/1/2021
GENERAL FUND					
Real Property Taxes	688,000		688,000	688,000	688,000.00
Auto Taxes	172,000		172,000	172,000	172,000.00
Homestead Exemption	19,700		19,700	19,700	19,700.00
TVRHA in Lieu	15,000		15,000	15,000	15,000.00
Privilege License	12,000		12,000	12,000	12,000.00
Vehicle Sale Permit	0		-	-	-
Building Permits	9,000		9,000	10,000	13,500.00
Carport Permits	1,000		1,000	700	900.00
Rental Fees	11,700		11,700	11,700	11,700.00
Zoning Permits	1000		1,000	1,000	1,000.00

Railroad Taxes	7,800		7,800	8,005	8,005.00
Telepak Franchise			100	250	1,250.00
TEPA Franchise	110,000		110,000	110,000	112,200.00
Comcast/Vista Franchise	16,100		16,100	16,100	16,100.00
Atmos Franchise	16,500		16,500	16,500	19,500.00
Metrocast Franchise	15,000		15,000	15,000	15,000.00
Sales Tax	920,000		920,000	920,000	1,000,000.00
TVA- in Lieu	52,704		53,704	53,704	53,704.00
Municipal & Franchise	3,500		3,500	3,500	3,500.00
investigator Fee/ Lee Co	500		500	300	400.00
Police Dept Donations	0		-	100	350.00
5K Promotions	0		-	-	-
PD GRANT Transfer	0		-	-	-
PD CAMERA DONATIONS	0		-	-	-
GASOLINE TAX	10,150		26,000	26,000	28,000.00
TIGER ACHIEVERS DONATIONS	7,000		7,000	7,000	7,000.00
KIDS N COPS	5000		5,000	5,000	6,530.00
TA PROGRAM CAR	0		-	-	-
Court Fines & Fees	35,000		35,000	35,000	35,000.00
Accident Report	1,100		1,100	1,100	1,000.00
Municipal Court Funds	400		400	700	700.00
Interest Earned	40,000		40,000	50,000	55,000.00
Comm Room Rent	500		500	700	700.00
Cellular Rent	28,000		28,000	28,000	28,000.00
Misc	0		1,000	1,800	2,600.00
Crime Lab Reimbursement	0		-	-	-

Return Checks	0			-	-
Wireless Communications	0		-	-	-
Sale of Surplus Equipment	0		-	-	621.00
Trans Reimburse from Rebate	0		-	4,143	4,143.00
Trans from Sewer	0		-	-	-
land Rental Fee			600	100	100.00
Insurance Claim Proceeds	0		-	14,040	14,040.00
Promotions of the City	0		-	-	-
Lighting Project	0		-	-	-
BP Grant	0		-	-	-
Recycling Donations	0		-	-	-
PROPERTY MAINTENANCE	0		-	-	3,600.00
MEMA REIMBURSEMENT	0	111,301	111,301	111,301	111,301.00
Lee Co. Schools	28700			28,700	28,700.00
GENERAL FUND	2,227,354	2,338,655	2,328,505	2,387,143	2,490,844.00
REVENUES					
Fire Department Revenues	374,850	381,346	381,346	386,346	386,346.00
Park & Rec Revenues	380,421	427,045	427,795	444,066	421,033.00
Court Revenues	67,600		67,600	67,600	67,600.00
Saltillo G/O Refund 2008	113,740		113,740	114,340	114,340.00
USE TAX FUND	50,502	-	122,967	122,967	198,490.00
PROMOTIONS OF THE CITY	15,000		15,000	15,000	15,000.00
Cemetery Fund	6,000		6,000	6,000	6,000.00
Fire Rebate Funds	39,152		39,152	39,152	39,152.00
TOTAL SPECIAL FUNDS	1,047,265	1,100,385	1,173,600	1,195,471	1,247,961.00
Total General City Revenue					
FIRE REBATE - RESERVE	57,000		57,000	57,000	57,000.00

GENERAL - RESERVE	422,019		422,019	422,019	422,019.00
BUILDING FUND RESERVE	24,916		24,916	24,916	24,916.00
CEMETERY RESERVE	73,213		72,213	72,213	72,213.00
LIGHTING GRANT	146,818		150,000	150,000	150,000.00
BP GRANT	48,000		48,000	48,000	48,000.00
ARPA FUNDS	0		-	-	622,234.00
TOTAL	771,966		774,148	774,148	1,396,382.00
Total General City Funds Available	4,046,585	4,211,006	4,276,253	4,356,762	5,135,187.00

Water & Sewer Fund

REVENUE / WATER	1,076,500		1,076,500	1,081,052	1,094,903.00
REVENUE/ SEWER	827,830		827,830	852,344	848,844.00
CAP LOAN	0		-	-	-
USDA	0		-	-	-
CASH ON RESERVE/WATER	128,634		128,634	128,634	128,634.00
CASH ON RESERVE/SEWER	1,460,509		1,460,509	1,460,509	1,460,509.00
Total Funds Available	3,493,473		3,493,473	3,522,539	3,532,890.00
Water Line Rehab	0		-	-	-
Water Meter Deposits	24,000		24,000	24,000	24,000.00
Total	3,517,473		3,517,473	3,546,539	3,556,890.00
GRAND TOTAL	7,564,058	7,728,479	7,793,726	7,903,301	8,692,077.00

EXPENDITURES

Financial & Administration					
Personnel Services	233,877		233,877	235,432	235,432.00
Supplies	6,200		6,200	5,700	5,700.00
Other Supplies & Services	147,720	147,720	169,995	169,795	167,095.00
Capital Outlay	0		-	-	-
Transfers to other Funds	582,945	640,445	640,445	625,818	623,398.00

Total	970,742	1,028,742	1,050,517	1,036,745	1,031,625.00
Zoning Department					
Personnel Services	63,802	65,002	65,002	68,106	70,152.00
Supplies	3,000		3,000	4,300	4,800.00
Other Supplies & Services	17,316		17,316	16,016	18,716.00
Capital Outlay	0		-	-	-
Total	84,118	85,318	85,318	88,422	93,668.00
Court Department					
Personnel Services	33,565		33,565	33,565	33,565.00
Supplies	600		600	600	600.00
Other Supplies & Services	7,925		7,925	7,925	7,925.00
Total	42,090	42,090	42,090	42,090	42,090.00
Police Department					
Personnel Services	656,360	661,160	661,160	659,516	647,516.00
Supplies	60,050	91,550	91,550	90,090	95,681.00
Other Supplies & Services	44,375		44,375	44,375	45,375.00
Capital Outlay	700		700	700	6,110.00
LEASE PAYMENTS	34,311		34,311	34,311	34,310.00
Total	795,796	832,096	832,096	828,992	828,992.00
Street Department					
Personnel Services	96,119	97,219	97,219	97,219	97,219.00
Supplies	43,600		43,600	51,243	51,243.00
Other Supplies & Services	78,750		78,750	78,750	78,750.00
LIGHTING	0		35,000	31,500	31,500.00
BP GRANT	0		-	-	-
Capital Outlay	0		-	-	-
Total	218,469	219,569	254,569	258,712	258,712.00
City Hall O & M Fund					

Supplies	2,500		2,500	2,500	2,500.00
Other Supplies & Services	92,900		92,900	106,452	110,652.00
Capital Expense	0	12,850	12,850	13,870	13,870.00
Total	95,400	108,250	108,250	122,822	127,022.00
Dr. Robison Resource Center					
Supplies	200		200	200	200
Other Supplies & Services	9,500		9,500	7,900	7900
Capitol Expense	0		-	-	0
Total	9,700	9,700	9,700	8,100	8100
Total General Fund Expenditures	2,216,315	2,325,765	2,382,540	2,385,883	2,390,209.00

Fire Department Fund

Personnel Services	321,996	323,496	323,496	328,496	328496
Supplies	30,090		29,790	29,790	29780
Other Supplies & Services	27,760		27,760	27,760	27610
Capital Outlay	0		-	300	460
Debt Service	0		-	-	0
Total	379,846	381,346	381,046	386,346	386346
State Fire Rebate Funds					
SUPPLIES/INSURANCE	26,885		21,085	21,885	28484
EQUIPMENT	2,000		7,000	7,000	400
Interest Paid	0		-	-	0
Bonds Paid	0		-	-	-
Code	0		-	-	0
JAWS OF LIFE REPAY	10,267		10,267	10,267	10268
Total	39,152	39,152	38,352	39,152	39152

Park & Rec Fund

Personnel Services	206,475	207,475	207,475	207,975	188,425.00
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Supplies	85,000		85,184	89,034	85,917.00
Other Supplies & Services	83,570		83,570	85,570	85,570.00
Capital Outlay	6000	51,000	51,566	61,487	61,121.00
Total	381,045	427,045	427,795	444,066	421,033.00

PROMOTIONS OF THE CITY

Personnel Services	0		-		
PROMOTIONS	15000		15,000	15,000	15,000.00
TRANSFERS OUT	0		-	-	-
Total	15,000	15,000	15,000	15,000	15,000.00

Other Expenditures

Court Fund Expenditures	67,600		67,600	67,600	67,540.00
PARKRIDGE SB BOND FDS	0		-	-	-
GO Ref 2008	113,740		113,740	114,340	114,340.00
USE TAX FUND	50,502		122,967	122,967	198,489.00
Cemetery Fund	6,000		6,000	6,000	6,000.00
LIGHTING FUND	146,818		150,000	150,000	150,000.00
BP GRANT (MEG'S LANE)	49,081		48,081	48,081	48,081.00
BUILDING FUND	0	10,000	10,000	43,217	43,217.00
Total	433,741	443,741	518,388	552,205	627,667.00
Total General City Expenditures	3,465,099	3,632,049	3,763,121	3,822,652	3,879,407.00

Cash on Reserve- End of Year

Cemetery Fund	73,213		73,213	65,957	65,957.00
General Fund	426,457	433,828	411,619	411,153	510,589.00
Buidling Fund Reserve	24,916		-	-	-
Fire Fund Reserves	57,000		57,000	57,000	57,000.00
ARPA FUNDS					622,234.00
TOTAL	581,586	588,957	541,832	534,110	1,255,780.00
Total General City Expend & Reserve	4,046,685	4,221,006	4,304,953	4,356,762	5,135,187.00

Water Fund

Personnel Services	322,082	331,582	331,582	331,582	331,582.00
Supplies	105,500		105,500	105,500	105,500.00
Utilities & Other Services	360,850		360,830	320,830	320,830.00
Capital Outlay	46,197	36,697	36,697	93,815	107,666.00
Debt Service	241,871		241,891	229,325	229,325.00
TRANSFER	0		-	-	-
REHAB FUNDS	0		-	-	-
TOTAL	1,076,500	1,076,500	1,076,500	1,081,052	1,094,903.00

SEWER FUND

Personnel Services	120,057	117,057	117,057	117,057	99,068
Supplies	45,200		45,200	141,895	141,895
Utilities & Other Services	711,040		729,040	724,183	724,183
Capital Outlay	0	13,000	13,000	46,871	46,871
Debt Service	0		-	-	0
REHAB FUNDS RESERVE	0		-	-	0
TOTAL	876,297	886,297	904,297	1,030,006	1,012,017
CAP Loan	0	-	-	-	-
Cash on Reserve- water	128,634	128,634	128,634	128,634	128,634.00
Cash on Reserve - sewer	1,412,042	1,402,042	1,384,042	1,282,847	1,297,336.00
Water Line Rehab	0	-	-	-	-
Water Meter Deposits	24,000	24,000	24,000	24,000	24,000.00
Total	3,517,473	3,517,473	3,517,473	3,546,539	3,556,890.00
GRAND TOTAL BUDGET FY 20-2021	7,564,158	7,738,479	7,822,426	7,903,301	8,692,077.00

Ordered this the 3rd day of August, 2021

RE: PUBLIC HEARING – 2021-2022 FY BUDGET AND TAX MILEAGE

On the motion of Craig Sanders, seconded by Scottie Clark, and by an affirmative vote of all present to set the public hearing for the 2021-2022 FY Budget and the Tax Mileage rate on Tuesday, September 7, 2021 at 5:30 p.m.

Ordered this the 3rd day of August, 2021.

RE: RON COTTOM

On the motion of Scottie Clark, seconded by Craig Sanders, and by an affirmative vote of all present to appoint Ron Cottom as the departmental chaplain. This is a volunteer position.

Ordered this the 3rd day of August, 2021.

RE: COMPUTER SERVICES

On the motion of Scottie Clark, seconded by Craig Sanders, and by an affirmative vote of all present to hire North MS IT to do computer services for the city at a monthly fee of \$1,250.00. These are professional services and therefore competitive bids or quotes are not necessary under state law.

Ordered this the 3rd day of August, 2021.

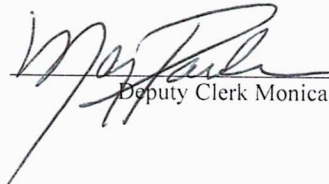
RE: ADJOURN

On the motion of Terry Glidewell, seconded by Craig Sanders, and by an affirmative vote of all present to adjourn the regular called meeting, August 3, 2021 meeting at 7:33 p.m. of the Mayor and Board of Aldermen.

Ordered this the 3rd day of August, 2021.



Mayor Copey Grantham



Deputy Clerk Monica Porterfield