

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 JUNE 19, 2018 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 June 19, 2018 at the City Hall Board Room at 6:00 P.M. and the following officials were present to wit:

| | |
|---------------|------------------|
| Mayor | Rex Smith |
| Aldermen | Donald Cullum |
| | Malcomb Driskill |
| | Terry Glidewell |
| | Copey Grantham |
| | Craig Sanders |
| City Clerk | Mary Parker |
| City Attorney | Chris Evans |

Mayor Smith opened with the pledge of allegiance and Alderman Craig Sanders led in prayer.

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

RE: APPROVE AGENDA

On the motion of Donald Cullum, seconded by Copey Grantham, and by an affirmative vote of all present to approve the agenda items as presented for the regular called meeting June 19, 2018.

Ordered this the 19th day of June, 2018

RE: STEPHEN SPENCER & THOMAS MCELROY

Stephen Spence is running for County Judge Post 2 and he came before the mayor and board to ask for their support in the upcoming election.

Thomas McElroy is running for County Judge Post 1 and he is asking for support in the upcoming election.

Ordered this the 19th day of June, 2018

RE: PUBLIC HEARING JUNE 5, 2018 AND REGULAR CALLED MEETING JUNE 5, 2018

On the motion of Copey Grantham, seconded by Craig Smith, and by an affirmative vote of all present to approve the minutes of the June 5, 2018 Public Hearing and June 5, 2018 Regular Called Meeting of the Mayor and Board of Aldermen as recorded.

Ordered this the 19th day of June, 2018

RE: TOMMY SLOAN

On the motion of Copey Grantham, seconded by Malcomb Driskill, and by an affirmative vote of all present to not seek reimbursement from Officer Tommy Sloan for his attendance to the FBI command school since the registration fee is non-refundable unless he leaves part time employment with the city before thirty six months.

Ordered this the 19th day of June, 2018

On the motion of Craig Sanders, seconded by Copey Grantham, and by an affirmative vote of all present to allow Officer Tommy Sloan to be paid for 240 hours vacation time over three pay periods. Per the handbook the city allows an employee leaving employment to be paid for up to 240 hours and because Sloan will be going from full time to part time he has been allowed to receive this benefit.

Ordered this the 19th day of June, 2018.

RE: POLICE DEPT KITCHEN AND LIGHTS

Brian Grissom presented a quote from May Brothers to install electrical boxes for the kitchen in the police dept. No action taken.

Grissom also presented an estimate for removing old balusters and replacing with led lights. May Brothers is telling us that the switch could save the city power cost over next year. The quoted cost would be approximately \$16,000. Grissom was asked to check on grants and other quotes.

Ordered this the 19th day of June, 2018.

RE: GREG BURKES – 654 CR 813

On the motion of Copey Grantham, seconded by Donald Cullum, and by an affirmative vote of Aldermen Grantham, Cullum and Driskill, voting nay were Aldermen Glidewell and Sanders to run a 4" water line from the city supply line on the west side of the road to supply water to 654 CR 813, Greg Burkes. Mr. Burks will be responsible for the road bore and the meter and deposit fees. This will include the city running approximately 300 feet of the 4" line and will satisfy the city's obligation to provide reasonable services to its proposed customers. It is estimated that the cost to the city will be approximately \$1.66 per foot for materials and \$3.00 per foot for installation (if the city contracts the work out).

Ordered this the 19th day of June, 2018

RE: WATER – RICHARD FEIST RESIGNATION

On the motion of Malcomb Driskill, seconded by Craig Sanders, and by an affirmative vote of all present to accept the resignation of public works director Richard Feist effective June 22, 2018. Feist is moving to Clearwater, FL to accept a new position and to be close to his children and grandchildren.

Ordered this the 19th day of June, 2018

RE: PERSONEL ISSUES

On the motion of Copey Grantham, to discuss the need to go into executive session to discuss personnel issues.

On the motion of Copey Grantham, seconded by Malcomb Driskill, and by an affirmative vote of all present to go into executive session to discuss personnel issues.

Present in executive session were Mayor Rex Smith, Aldermen Cullum, Driskill, Glidewell, Grantham, and Sanders, City Attorney Chris Evans, City Clerk Mary Parker, Public Works Director Richard Feist and Police Chief Grant Bailey. Two personnel issues were discussed.

On the motion of Malcomb Driskill, seconded by Donald Cullum, and by an affirmative vote of all present to go out of executive session and return to regular session.

No action taken

Ordered this the 19th day of June, 2018

RE: 2017-2018 FY BUDGET

On the motion of Copey Grantham, seconded by Donald Cullum, and by an affirmative vote of all present to approve the amend 2017- 2018 FY Budget as presented:

| CITY OF SALTILLO 2017-2018 | | | |
|---------------------------------------|------------------|---------------------|---------------------|
| FY BUDGET | 2017-2018 | Feb. 6, 2018 | June 19,2018 |
| GENERAL FUND | PROPOSED | AMENDED | AMENDED |
| Real Property Taxes | 629,000 | 629,000 | 629,000 |
| Auto Taxes | 147,900 | 147,900 | 147,900 |
| Homestead Exemption | 18,000 | 18,000 | 18,000 |
| TVRHA in Lieu | 4,500 | 4,500 | 4,500 |
| Privilege License | 11,000 | 11,000 | 11,000 |
| Vehicle Sale Permit | 50 | 50 | 50 |
| Building Permits | 5,000 | 5,000 | 5,000 |
| Carport Permits | 2,000 | 2,000 | 2,000 |
| Rental Fees | 7,600 | 7,600 | 7,600 |
| Zoning Permits | 400 | 400 | 400 |
| Railroad Taxes | 5,800 | 5,800 | 7,800 |
| TEPA Franchise | 92,000 | 92,000 | 92,000 |
| Comcast/Vista Franchise | 14,500 | 14,500 | 14,500 |
| Atmos Franchise | 14,500 | 14,500 | 14,500 |
| Metrocast Franchise | 15,000 | 15,000 | 15,000 |
| Sales Tax | 807,000 | 807,000 | 843,000 |
| TVA- in Lieu | 50,516 | 50,516 | 50,516 |
| Municipal & Franchise | 10,000 | 10,000 | 10,000 |
| investigator Fee/ Lee Co | 500 | 500 | 500 |
| Police Dept Donations | 4,402 | 4,402 | 11,011 |
| PD GRANT Transfer | 0 | 0 | - |
| PD CAMERA DONATIONS | 0 | 0 | - |
| GASOLINE TAX | 16,800 | 16,800 | 16,800 |
| Court Fines & Fees | 75,000 | 75,000 | 75,000 |

| | | | |
|---------------------------|------------------|------------------|------------------|
| Accident Report | 1,200 | 1,200 | 1,200 |
| Municipal Court Funds | 400 | 400 | 400 |
| Interest Earned | 3,000 | 3,000 | 13,000 |
| Comm Room Rent | 800 | 800 | 800 |
| Cellular Rent | 24,500 | 24,500 | 24,500 |
| Misc | 2,800 | 2,800 | 2,800 |
| Crime Lab Reimbursement | 0 | 0 | - |
| Return Checks | 0 | 0 | - |
| Wireless Communications | 0 | 0 | - |
| Sale of Surplus Equipment | 0 | 0 | 485 |
| TRAN/CODE ST REB | 11,737 | 11,737 | - |
| Insurance Claim Proceeds | 0 | 0 | 5,171 |
| Promotions of the City | 0 | - | - |
| Recycling Donations | 0 | 195 | 195 |
| Lee Co. Schools | 26,800 | 26,800 | 26,800 |
| Robinson | - | 1,840 | 1840 |
| GENERAL FUND | 2,002,705 | 2,004,740 | 2,053,268 |

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|----------------------------|------------------|------------------|------------------|
| REVENUES | | | |
| Fire Department Revenues | 356,485 | 356,485 | 356,485 |
| Park & Rec Revenues | 318,632 | 318,632 | 324,177 |
| Court Revenues | 126,642 | 126,642 | 126,642 |
| Saltillo G/O Refund 2008 | 118,128 | 118,128 | 118,128 |
| Building fund (lease) | 62,100 | 102,098 | 102,098 |
| Saltillo Main Street | 51,918 | 51,918 | 51,918 |
| Cemetery Fund | 3,000 | 3,000 | 13,850 |
| Fire Rebate Funds | 37,084 | 37,084 | 37,084 |
| TOTAL SPECIAL FUNDS | 1,073,989 | 1,113,987 | 1,130,382 |

| | | | |
|-----------------------------------|---------|---------|---------|
| Total General City Revenue | | | |
| FIRE REBATE - RESERVE | 45,465 | 45,465 | 45,465 |
| GENERAL - RESERVE | 305,766 | 307,468 | 307,468 |

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|------------------------------------|-----------|-----------|-----------|
| BUILDING FUND RESERVE | - | 51,265 | 51,265 |
| CEMETERY RESERVE | 43,395 | 43,395 | 43,395 |
| TOTAL | 394,626 | 447,593 | 447,593 |
| Total General City Funds Available | 3,471,320 | 3,566,320 | 3,631,243 |
| Water & Sewer Fund | | | |
| REVENUE / WATER | 806,556 | 806,556 | 806,556 |
| REVENUE/ SEWER | 666,600 | 666,600 | 673,600 |
| CAP LOAN | - | - | 0 |
| USDA | - | - | 0 |
| CASH ON RESERVE/WATER | 54,575 | 54,575 | 54,575 |
| CASH ON RESERVE/SEWER | 275,263 | 275,263 | 275,263 |
| Total Funds Available | 1,802,994 | 1,802,994 | 1,809,994 |
| Water Line Rehab | 126,690 | 126,690 | 126,690 |
| Water Meter Deposits | 24,000 | 24,000 | 24,000 |
| Total | 1,953,684 | 1,953,684 | 1,960,684 |
| GRAND TOTAL | 5,425,004 | 5,520,004 | 5,591,927 |
| EXPENDITURES | | | |
| Financial & Administration | | | |
| Personnel Services | 213,899 | 213,899 | 219,399 |
| Supplies | 6,200 | 6,200 | 6,200 |
| Other Supplies & Services | 139,420 | 139,420 | 139,420 |
| Capital Outlay | - | - | 0 |
| Transfers to other Funds | 563,118 | 563,118 | 566,871 |
| Total | 922,637 | 922,637 | 931,890 |
| Zoning Department | | | |
| Personnel Services | 62,017 | 62,017 | 62,017 |
| Supplies | 3,350 | 5,850 | 5,850 |
| Other Supplies & Services | 9,020 | 8,520 | 11,420 |
| Capital Outlay | 0 | - | 0 |
| Total | 74,387 | 76,387 | 79,287 |
| Court Department | | | |
| Personnel Services | 28,356 | 28,356 | 30,406 |
| Supplies | 750 | 750 | 750 |
| Other Supplies & Services | 9,135 | 9,135 | 9,135 |

| | | | |
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| Total | 38,241 | 38,241 | 40,291 |
| Police Department | | | |
| Personnel Services | 577,801 | 577,801 | 577,801 |
| Supplies | 70,860 | 70,860 | 70,860 |
| Other Supplies & Services | 30,677 | 30,677 | 41,757 |
| Capital Outlay | 0 | 0 | 0 |
| LEASE PAYMENTS | | | 34310 |
| Total | 714,338 | 714,338 | 724,728 |
| Street Department | | | |
| Personnel Services | 59,100 | 59,100 | 59,100 |
| Supplies | 18,100 | 18,100 | 40,670 |
| Other Supplies & Services | 77,400 | 77,400 | 77,400 |
| Capital Outlay | 0 | 0 | 0 |
| Total | 154,600 | 154,600 | 177,170 |
| City Hall O & M Fund | | | |
| Supplies | | | 2,500 |
| | 2,500 | 2,500 | |
| Other Supplies & Services | | | 86,400 |
| | 86,400 | 86,400 | |
| Capital Expense | | | 0 |
| | - | - | |
| Total | 88,900 | 88,900 | 88,900 |
| Dr. Robison Resource Center | | | |
| Supplies | | | 500 |
| | 500 | 500 | |
| Other Supplies & Services | | | 10,502 |
| | 7,400 | 7,102 | |
| Capitol Expense | | | 0 |
| | - | - | |
| Total | 7,900 | 7,602 | 11002 |
| Total General Fund Expenditures | 2,001,003 | 2,002,705 | 2,053,268 |
| Fire Department Fund | | | |
| Personnel Services | | | 304,860 |
| | 304,860 | 304,860 | |
| Supplies | | | 24675 |
| | 25,675 | 25,675 | |
| Other Supplies & Services | | | 25950 |
| | 25,950 | 25,950 | |
| Capital Outlay | | | 0 |
| | - | - | |
| Debt Service | | | 0 |
| | - | - | |
| Total | 356,485 | 356,485 | 355,485 |
| State Fire Rebate Funds | | | |
| SUPPLIES/INSURANCE | | | |
| | 15,403 | 15,403 | 26,340 |
| Bonds Paid | | | |
| | 9,782 | 9,782 | 9,782 |

| | | | |
|---------------|---------------|---------------|---------------|
| Interest Paid | 156 | 156 | 156 |
| Bonds Paid | 10,937 | 10,937 | - |
| Code | 800 | 800 | 800 |
| Transfer Out | - | - | 0 |
| Total | 37,078 | 37,078 | 37,078 |

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|---------------------------|----------------|----------------|----------------|
| Park & Rec Fund | | | |
| Personnel Services | 193,692 | 191,592 | 191,592 |
| Supplies | 68,540 | 68,140 | 70,640 |
| Other Supplies & Services | 56,400 | 56,400 | 59,445 |
| Capital Outlay | - | 2,500 | 2500 |
| Total | 318,632 | 318,632 | 324,177 |

| | | | |
|----------------------|---------------|---------------|---------------|
| Saltillo Main Street | | | |
| Personnel Services | 40,618 | 40,618 | 40618 |
| TELEPHONE | 800 | 800 | 800 |
| TRANSFERS OUT | 10,500 | 10,500 | 10,500 |
| Total | 51,918 | 51,918 | 51,918 |

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| Other Expenditures | | | |
| Court Fund Expenditures | 126,642 | 126,642 | 126,642 |
| PARKRIDGE SB BOND FDS | - | - | 0 |
| GO Ref 2008 | 118,128 | 118,128 | 118,128 |
| Building Fund (lease) | 62,100 | 102,098 | 102,098 |
| Cemetery Fund | 3,000 | 3,000 | 13,850 |
| Total | 309,870 | 349,868 | 360,718 |
| Total General City Expenditures | 3,074,986 | 3,116,686 | 3,182,644 |

| | | | |
|--|------------------|------------------|------------------|
| Cash on Reserve- End of Year | | | |
| Cemetery Fund | 43,395 | 43,395 | 43,395 |
| General Fund | 307,468 | 309,503 | 309509 |
| Buidling Fund Reserve | - | 51,265 | 50224 |
| Fire Fund Reserves | 45,471 | 45,471 | 45,471 |
| TOTAL | 396,334 | 449,634 | 448,599 |
| Total General City Expend & Reserve | 3,471,320 | 3,566,320 | 3,631,243 |

| | | | |
|------------------------------------|------------------|------------------|------------------|
| Water Fund | | | |
| Personnel Services | 309,000 | 309,000 | 316,000 |
| Supplies | 89,000 | 89,000 | 152,000 |
| Utilities & Other Services | 172,300 | 172,300 | 188,300 |
| Capital Outlay | 6,230 | 6,230 | 86,230 |
| Debt Service | 199,026 | 199,026 | 199,026 |
| TRANSFER | - | - | 0 |
| REHAB FUNDS | 31,000 | 31,000 | 0 |
| TOTAL | 806,556 | 806,556 | 941,556 |
| SEWER FUND | | | |
| Personnel Services | 165,000 | 165,000 | 164,000 |
| Supplies | 95,400 | 95,400 | 99,400 |
| Utilities & Other Services | 138,750 | 138,750 | 142,750 |
| Capital Outlay | 37,650 | 37,650 | 37,650 |
| Debt Service | 210,000 | 210,000 | 210,000 |
| REHAB FUNDS RESERVE | 19,800 | 19,800 | 19,800 |
| TOTAL | 666,600 | 666,600 | 673,600 |
| CAP Loan | - | | |
| Cash on Reserve- water | 54,575 | 54,575 | 46,265 |
| Cash on Reserve - sewer | 275,263 | 275,263 | 275,263 |
| Water Line Rehab | 126,690 | 126,690 | 0 |
| Water Meter Deposits | 24,000 | 24,000 | 24,000 |
| Total | 1,953,684 | 1,953,684 | 1,960,684 |
| GRAND TOTAL BUDGET FY 16-17 | 5,425,004 | 5,520,004 | 5,591,927 |

Ordered this the 19th day of June, 2018

RE: POLICE DEPT KITCHEN

On the motion of Malcomb Driskill, seconded by Copey Grantham, and by an affirmative vote of all present to amend the agenda to add back the police dept. kitchen electrical upgrade.

On the motion of Copey Grantham, seconded by Craig Sanders, and by an affirmative vote of all present to accept the quote by May Brothers to upgrade the electrical in the police kitchen in the amount of \$1,600.00.

Ordered this the 19th day of June, 2018

RE: CLAIMS DOCKET 60424 - 60534

On the motion of Donald Cullum, seconded by Copey Grantham, and by an affirmative vote of all present to approve the claims docket 60424 – 60534.

Ordered this the 19th day of June, 2018

RE: SEWER ACCESS FEES

On the motion of Copey Grantham, seconded by Malcomb Driskill, and by an affirmative vote of all present to waive the standard residential sewer access fee of \$500 if the contractor does all the work to install the sewer tap/connection and an engineer inspects the same to ensure that it meets city specifications and all other necessary regulatory approval. This waiver would be contingent on the city not having to perform any work to secure the connection and that no damage be done to the roadway, right-of-way or other public infrastructure. Public Works Director advised the Mayor, Board and City Clerk that he was opposed to this action.

Ordered this the 19th day of June, 2018

RE: CONSENT AGENDA

On the motion of Malcomb Driskill, seconded by Copey Grantham, and by an affirmative vote of all present to recognize Brian Grissom attendance to the 2018 International Residential Building Code Update.

Ordered this the 19th day of June, 2018

RE: ADJOURN

On the motion of Terry Glidewell, seconded by Donald Cullum, and by an affirmative vote of all present to adjourn the regular called meeting, June 19, 2018 of the Mayor and Board of Aldermen.

Ordered this the 19th day of , 2018



Mayor Rex Smith

Attest: City Clerk