



**MEETING OF THE MAYOR AND BOARD OF ALDERMEN
SOUTHAVEN, MISSISSIPPI
CITY HALL
June 18, 2019
6:00 p.m.
AGENDA**

1. Call To Order
2. Invocation
3. Pledge Of Allegiance
4. Approval of Minutes: Regular Meeting, June 4, 2019
Special Meeting, June 10, 2019
Special Meeting, June 11, 2019
5. Resolution for Amended Procurement Card Policy
6. Waste Connections Adjustment
7. Resolution to Clean Private Property
8. Planning Agenda: Item #1 Application by Firestone for a conditional use permit to allow a full service automotive repair facility to be located on lot 2 of Snowden Farms PUD on the south side of Goodman Road, west of Getwell Road.
Item #2 Application by Firestone for design review approval of a full service automotive repair facility to be located on lot 2 of Snowden Farms PUD on the south side of Goodman Road, west of Getwell Road.
Item #3 Application by Rebbie Floyd for a conditional use permit to allow a full service automotive repair facility to be located at 8849 Hamilton Road, south of Stateline Road, on the west side of Hamilton Road.
9. Mayor's Report
10. Citizen's Agenda
11. Personnel Docket
12. City Attorney's Legal Update
13. Utility Bill Adjustment Docket
14. Claims Dockets: Docket 1
Docket 2
15. Executive Session: Claims/Litigation against SPD; Personnel in the SPD; Sale and Purchase of Land by City; Economic Development (Potential Business Locating to City)

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**MINUTES OF THE REGULAR MEETING
OF June 18, 2019
OF THE MAYOR AND BOARD OF ALDERMEN
OF THE CITY OF SOUTHAVEN, MISSISSIPPI**

BE IT REMEMBERED that the Mayor and Board of Aldermen of the City of Southaven, Mississippi met in Regular Session on the 18th day of June, 2019 at six o'clock (6:00) p.m. at City Hall.

Present were:

William Brooks	Alderman At Large
Kristian Kelly	Alderman, Ward 1
Charlie Hoots	Alderman, Ward 2
George Payne	Alderman, Ward 3
Joel Gallagher	Alderman, Ward 4
John David Wheeler	Alderman, Ward 5
Raymond Flores	Alderman, Ward 6

Also present were Mayor Musselwhite, Andrea Mullen, City Clerk, and Nick Manley, City Attorney. Approximately thirty (30) other people were present.

Mayor Musselwhite called the meeting to order. Alderman Gallagher led in prayer followed by the Pledge of Allegiance led by Alderman Kelly. Next, a motion was made by Alderman Payne to approve the minutes of the regular meeting of June 4, 2019 with any corrections, deletions, or additions necessary. Motion was seconded by Alderman Brooks. Motion was put to a vote and passed unanimously.

A motion was then made by Alderman Payne to approve the minutes of the special called meeting of June 10, 2019 with any corrections, deletions, or additions necessary. Motion was seconded by Alderman Brooks. Motion was put to a vote and passed unanimously. Next, a motion was made by Alderman Payne to approve the minutes of the special called meeting of June 11, 2019 with any corrections, deletions, or additions necessary. Motion was seconded by Alderman Gallagher. Motion was put to a vote and passed unanimously.

RESOLUTION FOR AMENDED PROCUREMENT CARD POLICY

Nick Manley, City Attorney, presented this item to the Board.

Mr. Manley stated that this resolution amends the procurement card policy. The primary change allows the IT Department to have possession of a procurement card. This will be especially helpful for IT when it needs the card for emergency purchases not during working hours. Originally, the policy was simply copied directly from the State's Procurement Card Policy and there were several references made to the State of MS when it should have read City of Southaven. Those changes have been made along with cleaning up the format/font and adding a table of contents. The Board of Alderman considered the following resolution:

**RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN OF THE
CITY OF SOUTHAVEN, MISSISSIPPI ADOPTING PROCURMENT
CARD POLICY**

WHEREAS, the City of Southaven ("City") pursuant to Mississippi Code Section 31-7-9(1)(b), the Mississippi Department of Finance, Office of Purchasing, Travel and Fleet Management has adopted purchasing regulations governing the use of procurement cards used by governing authorities municipalities; and

WHEREAS, the City desires to procure a procurement card to be utilized in accordance with the Mississippi Code and regulations promulgated by the Mississippi Department of Finance; and

WHEREAS, the City desires to amend its Procurement Card Policy, which amendment shall still adhere to the City desires to ensure use of the procurement card adheres to all Mississippi law and regulations; and

WHEREAS, the procurement cards will assist the City with expenditures for small purchases of commodities, repairs or services which are bona fide needs of the City as the minimum policy and procedures established by the Office of Purchasing and Travel will be followed; and

**NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING
BODY, ACTING FOR AND ON BEHALF OF THE CITY, AS FOLLOWS:**

SECTION 1. Pursuant to Mississippi Code 31-7-9(1)(b), the City Clerk is authorized to procure two (2) procurement cards for the Clerk's Office and City IT Department.

SECTION 2. The City hereby adopts the Revised Procurement Card Regulations as set forth in Exhibit A to this Resolution.

SECTION 3. The use of the procurement card shall be done in complete and strict adherence to the regulations set forth by the Mississippi Department of Finance and all regulations attached hereto as Exhibit A.

SECTION 4. On behalf of the City, the Mayor, the City Clerk or their designee are authorized to take all actions to effectuate the intent of this Resolution.

Following the reading of the foregoing resolution, Alderman Flores made the motion to adopt the Resolution and Alderman Wheeler seconded the motion for its adoption. The Mayor put the question to a roll call vote and the result was as follows:

Alderman William Brooks	YES
Alderman Kristian Kelly	YES
Alderman Charlie Hoots	YES
Alderman George Payne	YES
Alderman Joel Gallagher	YES
Alderman John Wheeler	YES
Alderman Raymond Flores	YES

RESOLVED AND DONE, this 18th day of June, 2019.

A copy of the procurement card policy is attached to these minutes.

WASTE CONNECTIONS ADJUSTMENT

Nick Manley, City Attorney, presented this item to the Board.

Pursuant to the contract with Waste Connections, this document reflects the CPI/gas index increase in the garbage, rubbish, and recycling fee to the City. As part of the adjustment, there will be an increase solely for recycling customers in the amount of \$0.13 per month. Alderman Brooks made the motion to accept the increase and authorize the \$0.13 recycling charge per month. Motion was seconded by Alderman Payne.

Roll call was as follows:

ALDERMAN	VOTED
Alderman Brooks	YES
Alderman Kelly	YES
Alderman Hoots	YES
Alderman Payne	YES
Alderman Gallagher	YES
Alderman Wheeler	YES
Alderman Flores	YES

Having received a majority of affirmative votes, Mayor Musselwhite declared that the motion was carried on the 18th day of June, 2019.

A copy of the Waste Connections modifications of rates letter is attached to these minutes.

RESOLUTION TO CLEAN PRIVATE PROPERTY

Mayor Musselwhite introduced the cleaning of property and asked if there were any comments from the Board and there were none. Mayor Musselwhite then asked for any comments from the public and there were none. The Board then considered the following resolution to clean private property:

RESOLUTION GRANTING AUTHORITY TO CLEAN PRIVATE PROPERTY

WHEREAS, the governing authorities of the City of Southaven, Mississippi, have received numerous complaints regarding the parcel of land located at the following address, to-wit:

- Parcel # 2075161100049601
- 2123 College RD
- Parcel # 2072091400005002
- Parcel # 2072091400005001
- 739 Burton LN

- 1590 GILFORD CV E
- 2164 COLONIAL HILLS DR
- 3648 Swinnea RD
- Parcel # 107419070 0110600 LOT:1106
- Parcel # 107419070 0110700 LOT:1107
- Parcel # 107419070 0110900 LOT:1109
- Parcel # 107419070 0111000 LOT:1110
- PARCEL # 108522130 0000400
- PARCEL # 108522130 0000300
- Parcel # 20720300000000306
- PARCEL # 1078340000001805
- Parcel # 2075160500010700
- Parcel # 2081110000000102

to the effect that the said parcel of land has been neglected whereby the grass height is in violation and there exist other unsafe conditions and that the parcel of land in the present condition is deemed to be a menace to the public health and safety of the community.

WHEREAS, pursuant to Section 21-19-11 of the Mississippi Code Annotated (1972), the governing authorities of the City of Southaven, Mississippi, provided the owners of the above described parcel of land with notice of the condition of their respective parcel of land and further provided them with notice of a hearing before the Mayor and Board of Aldermen on Tuesday, June 18, 2019, by United States mail and by posting said notice, to determine whether or not the said parcel of land were in such a state of uncleanliness as to be a menace to the public health and safety of the community.

WHEREAS, none of the owners of the above described parcel of land appeared at the meeting of the Mayor and Board of Aldermen on Tuesday, June 18, 2019, to voice objection or to offer a defense.

NOW, THEREFORE, BE IT HEREBY RESOLVED, by the Mayor and Board of Alderman of the City of Southaven, Mississippi, that the above described parcel of land located at:

- Parcel # 2075161100049601
- 2123 College RD
- Parcel # 2072091400005002
- Parcel # 2072091400005001
- 739 Burton LN
- 1590 GILFORD CV E
- 2164 COLONIAL HILLS DR
- 3648 Swinnea RD
- Parcel # 107419070 0110600 LOT:1106
- Parcel # 107419070 0110700 LOT:1107
- Parcel # 107419070 0110900 LOT:1109
- Parcel # 107419070 0111000 LOT:1110

- PARCEL # 108522130 0000400
- PARCEL # 108522130 0000300
- Parcel # 2072030000000306
- PARCEL # 1078340000001805
- Parcel # 2075160500010700
- Parcel # 2081110000000102

is deemed in the existing condition to be a menace to the public health and safety of the community.

BE IT FURTHER RESOLVED that the City of Southaven shall, if the owners of the above described parcel of land do not do so themselves, immediately proceed to clean the respective parcel of land, by the use of municipal employees or by contract, by cutting weeds and grass and removing rubbish and other debris.

Following the reading of this Resolution, it was introduced by Alderman Brooks and seconded by Alderman Kelly. The Resolution was then put to a roll call vote and the results were as follows, to-wit:

ALDERMAN	VOTED
Alderman William Brooks	YES
Alderman Kristian Kelly	YES
Alderman Charlie Hoots	YES
Alderman George Payne	YES
Alderman Joel Gallagher	YES
Alderman John David Wheeler	YES
Alderman Raymond Flores	YES

The Resolution, having received a majority vote of all Aldermen present, was declared adopted on this, the 18th **day of June, 2019.**

A copy of the notices along with pictures of the properties is attached to these minutes.

PLANNING AGENDA

Planning Agenda presented by Whitney Cook, Director of Planning & Development.

- Item #1 Application by Firestone for a conditional use permit to allow a full service automotive repair facility to be located on lot 2 of Snowden Farms PUD on the south side of Goodman Road, west of Getwell Road.

Mrs. Choat-Cook stated that this request is for a conditional use permit by Firestone Complete Auto Care for motor vehicle service and repair. They applicant is requesting to be located on Lot 2 of Snowden Farms on Goodman Road frontage between the new Trustmark bank and existing CVS Pharmacy. They will be sharing the existing access point that has already been permitted by MDOT. Per their application, they will not

have overnight or outdoor storage. There will be a 24 hour turn around on all facility amenities. All storage will be onsite and enclosed with an office and sales area up front. Mrs. Choat-Cook stated that staff recommends approval of a one (1) year conditional use permit for four (4) years to be renewed annually as they have done with all other motor vehicle repair. After hearing from Mrs. Choat-Cook, the Board of Alderman considered the following resolution:

**RESOLUTION OF THE MAYOR AND BOARD OF
ALDERMEN OF THE CITY OF SOUTHAVEN, MISSISSIPPI
GRANTING CONDITIONAL USE PERMIT GRANTED TO
FIRESTONE COMPLETE AUTO CARE FOR MOTOR
VEHICLE SERVICE AND REPAIR TO BE LOCATED AT
LOT 2 OF SNOWDEN FARMS ON SOUTH SIDE OF
GOODMAN ROAD, SOUTHAVEN, MISSISSIPPI**

WHEREAS, the City of Southaven's ("City") Planning Commission previously held a hearing on May 20 2019, for the conditional use permit ("permit") application of Firestone Complete Auto Care (the "Applicant") for motor vehicle repair at Lot 2 of Snowden Farms on south side of Goodman Road, Southaven, Mississippi; and

WHEREAS, "Conditional Use" is defined in the City Code of Ordinances at Title XIII, Chapter 1, Section 13-1(b) as "a use that would not be appropriate generally or without restrictions throughout the zoning district but which, if controlled as to number, area, location or relation to the neighborhood, would promote the public health, safety, morals, order, comfort, convenience, appearance, prosperity or general welfare;" and

WHEREAS, the Laws of the State of Mississippi, Section 17-1-1 to 17-1-27, inclusive, of the Mississippi Code of 1972, annotated, as amended, empower the City to enact a Zoning Ordinance and to provide for its administration, enforcement and amendment; and

WHEREAS, pursuant to Mississippi Code Ann. Sections 21-17-5, the City has the authority to adopt ordinances with respect to City property including the adoption of all lawful orders, resolutions or ordinances with respect to municipal affairs, property, and finances, and to alter, modify, and repeal such orders, resolutions or ordinances; and

WHEREAS, based on findings of the City Planning Commission at the hearing and City Code of Ordinances and City staff report as further set forth in Exhibit A to this Resolution, the City's Planning Commission recommends, subject to the City Board's revocation, a one (1) year permit, and the permit may be renewed for four (4), one year extensions at the discretion of the City Board of Aldermen, pursuant to its discretion as set forth in the City Code of Ordinances at Title XIII, Chapter 9, Section 13-9(a); and

NOW, THEREFORE, BE IT ORDERED by the Mayor and Board of Aldermen of the City of Southaven, Mississippi as follows, to wit:

1. Subject to the Board's revocation for violation of the permit or ordinances, the City Board grants a permit to the Applicant for motor vehicle repair at 8849 Hamilton Road, Southaven, Mississippi for one (1) year with up to four (4), one year extensions to be renewed annually at the discretion of the City Board of Aldermen.
2. The Mayor and City Planning Director or their designee are authorized to take any and all action to effectuate the intent of this Resolution.

Following the reading of this Resolution, it was introduced by Alderman Flores and seconded by Wheeler. The Resolution was then put to a roll call vote and the results were as follows, to-wit:

Alderman William Brooks	YES
Alderman Kristian Kelly	YES
Alderman Charlie Hoots	YES
Alderman George Payne	YES
Alderman Joel Gallagher	YES
Alderman John Wheeler	YES
Alderman Raymond Flores	YES

Having received a majority of affirmative votes, the Mayor declared that the Resolution was carried and adopted as set forth above on this the 18th day of June, 2019.

CITY OF SOUTHAVEN, MISSISSIPPI

A copy of the staff report letter of support, and vicinity map is attached and fully incorporated into these minutes.

Item #2 Application by Firestone for design review approval of a full service automotive repair facility to be located on lot 2 of Snowden Farms PUD on the south side of Goodman Road, west of Getwell Road.

Mrs. Choat-Cook stated that this request is for design review of a full service automotive repair facility by Firestone Complete Auto Care. Mrs. Choat-Cook stated that the applicant was asked to take into account the design standards of CVS Pharmacy and Trustmark Bank and the applicant chose to go with a more modern design. They were asked to dress up the back side with some faux windows with it being up against the drive for CVS Pharmacy in which they complied. The applicant was also asked to do a landscape revision, add decorative lighting, and design the MDOT entrance between them and the bank and the complied with those changes as well. Mrs. Choat-Cook stated that with the Planning Commission changes, staff recommends approval. Alderman Flores made the motion to approve the design review application by Firestone Complete Auto Care with all requested changes. Motion was seconded by Alderman Wheeler.

Roll call was as follows:

ALDERMAN	VOTED
Alderman Brooks	YES
Alderman Kelly	YES
Alderman Hoots	YES
Alderman Payne	YES
Alderman Gallagher	YES
Alderman Wheeler	YES
Alderman Flores	YES

Having received a majority of affirmative votes, Mayor Musselwhite declared that the motion was carried on the 18th day of June, 2019.

A copy of the staff report, building elevations, and vicinity map is attached and fully incorporated into these minutes.

Item #3 Application by Rebbie Floyd for a conditional use permit to allow a full service automotive repair facility to be located at 8849 Hamilton Road, south of Stateline Road, on the west side of Hamilton Road.

Mrs. Choat-Cook stated that this request is for a conditional use permit by Rebbie Floyd for motor vehicle repair to be located at 8849 Hamilton Road. The new owner has added decorative fencing, paint, landscape, and installed new overhead doors. Mrs. Choat-Cook stated that this is a full service motor vehicle repair with storage over a 24 hour period on site with the contingency that it will be behind screen fencing and materials stored on site. Mrs. Choat-Cook stated that staff recommends approval of a one (1) year conditional use permit for four (4) years to be renewed annually as they have done with all other motor vehicle repair. After hearing from Mrs. Choat-Cook, the Board of Alderman considered the following resolution:

**RESOLUTION OF THE MAYOR AND BOARD OF
ALDERMEN OF THE CITY OF SOUTHAVEN,
MISSISSIPPI GRANTING CONDITIONAL USE PERMIT
GRANTED TO REBBIE FLOYD FOR MOTOR
VEHICLE REPAIR TO BE LOCATED AT 8849
HAMILTON ROAD, SOUTHAVEN, MISSISSIPPI**

WHEREAS, the City of Southaven's ("City") Planning Commission previously held a hearing on May 20 2019, for the conditional use permit ("permit") application of Rebbie Floyd (the "Applicant") for motor vehicle repair at 8849 Hamilton Road, Southaven, Mississippi; and

WHEREAS, "Conditional Use" is defined in the City Code of Ordinances at Title XIII, Chapter 1, Section 13-1(b) as "a use that would not be appropriate generally or without restrictions throughout the zoning district but which, if

controlled as to number, area, location or relation to the neighborhood, would promote the public health, safety, morals, order, comfort, convenience, appearance, prosperity or general welfare;" and

WHEREAS, the Laws of the State of Mississippi, Section 17-1-1 to 17-1-27, inclusive, of the Mississippi Code of 1972, annotated, as amended, empower the City to enact a Zoning Ordinance and to provide for its administration, enforcement and amendment; and

WHEREAS, pursuant to Mississippi Code Ann. Sections 21-17-5, the City has the authority to adopt ordinances with respect to City property including the adoption of all lawful orders, resolutions or ordinances with respect to municipal affairs, property, and finances, and to alter, modify, and repeal such orders, resolutions or ordinances; and

WHEREAS, based on findings of the City Planning Commission at the hearing and City Code of Ordinances and City staff report as further set forth in Exhibit A to this Resolution, the City's Planning Commission recommends, subject to the City Board's revocation and the Applicant meeting the stipulations set forth in the City staff report noted in Exhibit A, a one (1) year permit, and the permit may be renewed for four (4), one year extensions at the discretion of the City Board of Aldermen, pursuant to its discretion as set forth in the City Code of Ordinances at Title XIII, Chapter 9, Section 13-9(a); and

NOW, THEREFORE, BE IT ORDERED by the Mayor and Board of Aldermen of the City of Southaven, Mississippi as follows, to wit:

1. Subject to the Board's revocation for violation of the permit or ordinances and contingent upon the Applicant satisfying all requirements as set forth in the City staff report, the City Board grants a permit to the Applicant for motor vehicle repair at 8849 Hamilton Road, Southaven, Mississippi for one (1) year with up to four (4), one year extensions to be renewed annually at the discretion of the City Board of Aldermen.
2. The Mayor and City Planning Director or their designee are authorized to take any and all action to effectuate the intent of this Resolution.

Following the reading of this Resolution, it was introduced by Alderman Flores and seconded by Wheeler. The Resolution was then put to a roll call vote and the results were as follows, to-wit:

Alderman William Brooks	YES
Alderman Kristian Kelly	YES
Alderman Charlie Hoots	YES
Alderman George Payne	YES
Alderman Joel Gallagher	YES
Alderman John Wheeler	YES
Alderman Raymond Flores	YES

Having received a majority of affirmative votes, the Mayor declared that the Resolution was carried and adopted as set forth above on this the 18th day of June, 2019.

CITY OF SOUTHAVEN, MISSISSIPPI

A copy of the staff report is attached and fully incorporated into these minutes.

MAYOR'S REPORT

Property Casualty Insurance Renewal

Mayor Musselwhite stated that it was time to renew the property casualty insurance for City buildings, police cars, liability insurance, and workers compensation. Currently, the City has property casualty insurance with Travelers's Casualty Insurance. Mayor Musselwhite explained that the City has not had the best loss ratio and there was an increase. Last year the City paid \$1,539,000 for this coverage and the renewal this year is \$1,620,000 an \$81,000 increase. Mayor Musselwhite stated that some of the carriers in the market place refused to quote which is indicative of the City's loss experience and his recommendation is to renew with Travelers. Alderman Wheeler made the motion to make a motion and authorize Mayor Musselwhite to renew the insurance policy with Travelers effective July 1 and sign all documents associated. Motion was seconded by Alderman Gallagher.

Roll call was as follows:

ALDERMAN	VOTED
Alderman Brooks	YES
Alderman Kelly	YES
Alderman Hoots	YES
Alderman Payne	YES
Alderman Gallagher	YES
Alderman Wheeler	YES
Alderman Flores	YES

Having received a majority of affirmative votes, Mayor Musselwhite declared that the motion was carried on the 18th day of June, 2019.

Ordinance for Commercial Properties

Mayor Musselwhite stated that they needed to further define tall grass for commercial properties over 10 acres and he did not think it was necessary to take the issue to an ordinance committee meeting. Mayor Musselwhite explained that with delays in residential development, because of the housing crisis in 2009, there were developers that bought large parcels of land that they had not been able to develop yet. The City realized that it was not practical to require someone to bush hog land exceeding 10 acres. The ordinance states that the grass cannot be over 6 inches in height. Mayor Musselwhite stated that to be fair, if a property is 10 acres or larger, recommends changing the ordinance to require a 200 yard perimeter cut around it with 6 inches or lower in height. Mayor Musselwhite stated that this will be placed on the agenda for the next Board Meeting.

VRBO Ordinance

Mayor Musselwhite stated that the City is beginning to face challenges with vacation rentals by owners (VRBO) which are owners leasing their home out for specific events. When the demand for hotels are high, they can lease their property and make a large amount of money in a short amount of time and it is becoming very popular in the City of Southaven. Mayor Musselwhite stated that this is not just with residential properties, but also event centers in the City. There was an event off of Tchulahoma Road recently and in the past, where people that rented the facility did not comply with the rental agreement and there was an issue with occupancy, as well as other ordinances being violated. Mayor Musselwhite stated that they are working on a proposed solution that involves fire/occupancy codes and have inspections by the Battalion Commander at any given time. If there are multiple violations of the occupancy code over a certain period of time, then the COO could be revoked. Mayor Musselwhite stated that he would like to go on the record to say that he thinks that property owners have a responsibility and it is not fair for the surrounding properties to be harassed. Mayor Musselwhite added that there have been times when the Police Department broke up an event and then people retaliated against the neighbors that contacted the Police. Mayor Musselwhite explained that they are looking at addressing this from a fire code issue with penalties associated.

CITIZEN'S AGENDA

Mary McCammon

Mrs. McCammon expressed concerns about the events taking place at Spit Fire Acres and the number of people that it brings to the venue. Mrs. McCammon stated that she has contacted the Police Department several times and has contacted ABC as it relates to the alcohol sales. Mrs. McCammon stated that the event venue is a nuisance and asked the Mayor and Board of Alderman for assistance in protecting surrounding homeowners. Mayor Musselwhite stated that he would take the issue to the ordinance committee to discuss further with the Police and Fire Department.

Caroline Barnett, M.R. Davis Library

Ms. Barnett gave a brief update on the library. Ms. Barnett stated that the library currently has over 50 programs for children and adults, is challenging young and old to read for 20 minutes every day, offering yoga and invited everyone to visit. Mayor Musselwhite and the Board of Aldermen thanked Ms. Barnett for the update.

Debbie Magee

Ms. Magee expressed concerns about the building at Custer and Hwy 51 and requested an update on the status of condemning the building. Mayor Musselwhite stated that he and the Board of Alderman share the same concerns, but they are allowing the insurance company time to conduct their investigation. Mayor Musselwhite stated that at this point it could be very costly for the City to demo the building and are waiting to see if the cost will be covered from the insurance settlement. Mayor Musselwhite assured Ms. Magee that although the

City is trying to be patient, there is a limit on the time at which point the City will have to make a decision to move forward.

PERSONNEL DOCKET

Personnel Docket

June 18, 2019

Payroll Additions	Department	Position Title	Start Date	Rate of Pay
Cassidy Allen	Parks	Front Desk	06/19/2019	\$7.25
Zakary Wendell **	Utility	Field Service Tech	TBD	\$12.00

*pending 1 pre-emp screening

** pending 2 pre-emp screenings

Pay Adjustments	Previous Classification	New Classification	Effective Date	Proposed Rate of Pay
Police				
Dwight Brittain	Sergeant	Master Sergeant	06/24/2019	\$24.26
Brad Sutherlen	Master Sergeant	Lieutenant	06/24/2019	\$26.76

Resignations/Terminations	Department	Current Position Title	Effective Date	Rate of Pay
Shamon Daugherty	Planning	Code Enforcement Officer	6/10/2019	\$18.00
Stephanie Paisley	Police	Administrative Assistant	6/15/2019	\$22.76

Parks Dept Tournament (412)& Seasonal (411) June 18, 2019

New Hires

Payroll Additions	Position	Start Date	Rate of Pay
Hayden Morgan	Gates	06/19/2019	\$7.50
Latishia Wright	Grounds/Restrooms	06/19/2019	\$9.00
Thomas Williams	Grounds	06/19/2019	\$7.25

Transfer

Payroll Additions	Current Position	New Position	Rate of Pay
Carter Bentley	412 - Grounds Crew	411 - Seasonal	\$8.50

Terminations

Name	Position	Effective Date	Rate of Pay
Joel Barrientos Montalvo	Concessions	06/05/2019	\$7.25
Angela Evans	Concessions	06/05/2019	\$7.25
Cade Lawson	Cook	06/05/2019	\$8.00
Jacob Rodgers	Grounds Crew	05/20/2019	\$7.25

Alderman Brooks made the motion to approve the Personnel Docket of June 18, 2019 as presented to this Board. Motion was seconded by Alderman Wheeler.

Roll call was as follows:

ALDERMAN

VOTED

Alderman Brooks	YES
Alderman Kelly	YES
Alderman Hoots	YES
Alderman Payne	YES
Alderman Gallagher	YES
Alderman Wheeler	YES
Alderman Flores	YES

Having received a majority of affirmative votes, Mayor Musselwhite declared that the motion was carried on the 18th day of June, 2019.

CITY ATTORNEY'S LEGAL UPDATE

City Attorney, City Attorney Nick Manley, presented

Thomas Mastin, Court Clerk – Entering Credentials into minutes

Mr. Manley stated that Thomas Mastin, Court Clerk, is required to file his training certificates each year with the City Clerk and they must be spread upon the minutes as mandated by Pursuant to Section 21-23-12 (2) MCA 1972. Mr. Mastin's certificates of attendance dated from June 2011 to September 2018 are attached to these minutes.

Dispatcher Name Change Update

Mr. Manley stated that dispatchers Ashton Anderson Worley and Lisa Randl Cunningham were sworn in again on June 17, 2019 by Judge Joseph D. Neyman as they have both gotten married and their names have changed.

A copy of the Oath's of Office are attached to these minutes.

Butler Snow Agreement

Mr. Manley stated that the current Butler Snow contract expires June 30, 2019 and state statute states that outside firms must be appointed annually. This contract will be effective July 1, 2019 through June 30, 2020. Mr. Manley stated that this is the same agreement from the previous year with no changes. Alderman Flores made the motion to authorize Mayor Musselwhite to sign the agreement with Butler Snow and allow the firm to assist with litigation issues as needed on a monthly basis. Motion was seconded by Alderman Kelly.

Roll call was as follows:

ALDERMAN	VOTED
Alderman Brooks	YES
Alderman Kelly	YES
Alderman Payne	YES
Alderman Gallagher	YES
Alderman Wheeler	YES
Alderman Flores	YES
Alderman Hoots	YES

Having received a majority of affirmative votes, Mayor Musselwhite declared that the motion was carried on the 18th day of June, 2019.

A copy of the agreement is attached to these minutes.

UTILITY BILL ADJUSTMENT DOCKET

UTILITY BILL ADJUSTMENT DOCKET 06/14/19			
The addresses below experienced unforeseen circumstances in their utilities for which no benefit was received			
HOUSE #	STREET	ADJUSTED AMOUNT	REASON FOR LEAK ADJUSTMENT
5185	BENT RD	(\$58.56)	POOL PIPE BURST
5938	ALEXANDRIA LANE	(\$73.20)	TOILET LEAK
1818	WHITEHEAD	(\$39.04)	TOILET LEAK
2150	LESTERFIELD PLACE	(\$87.84)	SERVICE LINE
1355	RICHLAND DRIVE	(\$73.20)	TOILET LEAK
8156	OAKBROOK	(\$936.96)	LEAK AT SERVICE LINE
8175	FARMINGTON	(\$53.68)	HOT WATER HEATER LINE BURST
2224	CEDARPOINT CV	(\$39.52)	POOL ADJUSTMENT
		(\$1,362.00)	

A motion was made by Alderman Payne to approve the Utility Bill Adjustment Docket of June 18, 2019 in the amount of \$1,362.00. Motion was seconded by Alderman Brooks.

Roll call was as follows:

ALDERMAN	VOTED
Alderman Brooks	YES
Alderman Kelly	YES
Alderman Hoots	YES
Alderman Payne	YES
Alderman Gallagher	YES
Alderman Wheeler	YES
Alderman Flores	YES

Having received a majority of affirmative votes, Mayor Musselwhite declared that the motion was carried on the 18th day of June, 2019.

CLAIMS DOCKET

A motion was made by Alderman Payne to approve the Claims Docket of June 18, 2019 in the amount of \$3,073,281.43. Motion was seconded by Alderman Flores.

Excluding voucher numbers:

322730, 322787, 322851, 322858, 322877, 322929, 322975, 323246, 323281, 323290, 323332, 323357, 323398, 323405, 323448, 323450, 323717

Roll call was as follows:

ALDERMAN	VOTED
Alderman Brooks	YES
Alderman Kelly	YES
Alderman Hoots	YES
Alderman Payne	YES
Alderman Gallagher	YES
Alderman Wheeler	YES
Alderman Flores	YES

Having received a majority of affirmative votes, Mayor Musselwhite declared that the motion was carried and approved for payment on the 18th day of June, 2019.

SPECIAL CLAIMS DOCKET

Alderman Hoots recused himself and left the room.

Alderman Payne made the motion to approve the Special Claims Docket of June 18, 2019 in the amount of \$329,232.64. Motion was seconded by Alderman Flores.

Roll call was as follows:

ALDERMAN	VOTED
Alderman William Brooks	YES
Alderman Kristian Kelly	YES
Alderman Charlie Hoots	RECUSED
Alderman George Payne	YES
Alderman Joel Gallagher	YES
Alderman John David Wheeler	YES
Alderman Raymond Flores	YES

Having received a majority of affirmative votes, Mayor Musselwhite declared that the motion was carried and approved for payment on the 18th day of June, 2019.

Alderman Hoots returned to the room.

EXECUTIVE SESSION

A copy of the Executive Session Minutes are maintained in the City Clerk's Office.

There being no further business to come before the Board of Aldermen, a motion was made by Alderman Kelly to adjourn. Motion was seconded by Alderman Hoots. Motion was put to a vote and passed unanimously June 18, 2019 at 9:30 p.m.

Darren Musselwhite,
Mayor

Andrea Mullen,
City Clerk
(Seal)