

Minutes, City of Southaven, Southaven, Mississippi



MEETING OF THE MAYOR AND BOARD OF ALDERMEN
SOUTHAVEN, MISSISSIPPI
CITY HALL
August 3, 2021
6:00 PM
AGENDA

1. Call To Order
2. Invocation
3. Pledge Of Allegiance
4. Approval of Minutes: Special Meeting July 16, 2021 and Regular Meeting July 20, 2021
5. Resolution for Budget Amendment
6. Agreement with Lexis Nexis for Mapping
7. Resolution for Approval for Contracts and Professional Services
8. Approval of Change Order
9. Resolution to Clean Private Property
10. Request to Advertise for CE&I Services for Getwell Road South Widening Project
11. Review and Recommendation Details regarding the Stateline Road West Traffic Study and Evaluation
12. Planning Agenda: Item #1 Application by Slim Chickens, LLC to revise lot 1 of Silo Square Commercial Area Phase 1 on the west side of Getwell Road, north of May Blvd.
Item #2 Application by Loeb/Church Road, LLC for subdivision approval for Church Road/Marketplace Commercial Subdivision lot 8 on the south side of Church Road, east of Hwy. 51
Item #3 Application by R & C Enterprises for design review approval for an urgent medical facility to be located on lot 8 of the Church Road/Marketplace Commercial Subdivision
Item #4 Application by Chuck Roberts for subdivision approval to revise lots 5a and 5b of the Bell Office Park on the east side of Elmore Road, south of Jennings Drive
13. Mayor's Report
14. Personnel Docket
15. City Attorney's Legal Update
16. Utility Bill Adjustment Docket
17. Claims Dockets: Docket 1
Docket 2
18. Executive Session: Claims/Litigation against Utilities Dept. and SPD; Personnel in Parks Dept. and SPD; Economic Development

Items may be added to or omitted from this agenda as needed.

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MINUTES OF THE SPECIAL CALLED MEETING OF August 5, 2021 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 a Special Called Meeting on the 5th day of July, 2021 at six o'clock (9:00) a.m. at City Hall.

Present were:

George Payne	Alderman At Large
Kristian Kelly	Alderman, Ward 1
Charlie Hoots	Alderman, Ward 2
William Jerome	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 fifteen (15) 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 Payne.

FY 2022 BUDGET WORKSHOP (DEPARTMENT HEAD PRESENTATIONS)

Mayor Musselwhite stated that this is a budget workshop and this meeting was designed to allow department heads to address the full board and talk about priorities in their departments. Mayor Musselwhite explained that this plan was generated after meeting one on one with all of the department heads. The City will have a public budget hearing before the budget is set.

Mayor Musselwhite made the recommendation to continue to allocate internet sales tax revenue to street improvements.

Mayor Musselwhite stated that there was either little or no change in the following budgets and those departments would not need to present:

1. City Clerk
2. Court
3. Finance
4. Human Resources

Mayor Musselwhite stated that due to debt reduction and sales tax revenue, the City is in a better financial situation than we have ever been in over the last eight (8) years.

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Mayor Musselwhite listed the following as top priorities for the City that are proposed in this budget:

Public Safety – 15 new officers, vehicles, & equipment, 4 dispatchers, 1 new ambulance

1. Streets Infrastructure – Adjusted street maintenance
2. Raises – competitive salary adjustments

Charitable Contributions

Mayor Musselwhite explained that they took charitable contribution requests in just as they had received them and there were no increases or decreases in their requests from the previous year.

The Board heard from the following departments and the top priorities for each department are as follows:

Information Technology / Emergency Communications – Chris Shelton

1. Pay increases
2. Additional employees – 4 new dispatchers, 1 admin assistant
3. Increase for Cyber Security Costs

Planning & Development – Whitney Choat-Cook

1. Pay increases
2. Vehicle Replacement
3. Software & Materials Increase
4. Administrative Assistant for Code Enforcement

Public Works /Facilities/ Animal Control - Bradley Wallace

1. Equipment - Side arm for tractor
2. Targeted raises
3. Construction Technician
4. Renovate Animal Control Shelter

Utilities - Ray Humphrey

1. Pay adjustments for Personnel
2. Vehicle Replacement
3. Bucket Truck

Parks Department – Wesley Brown

1. Pay Adjustments for key personnel
2. Focus on Neighborhood Parks
3. Paint the roofs at Snowden Park

Police Department – Macon Moore

1. 15 Additional Police Officers
2. Equipment Needs for those New Officers
3. Pay Adjustments

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Fire Department – Chief Scallions

1. 1 New Ambulance
2. Zoll Monitors
3. Pay Adjustments

Next, Mayor Musselwhite made the recommendation to freeze longevity pay as it causes distortion in the pay and is being used against the City. No action was taken.

EXECUTIVE SESSION: CITY WIDE PERSONNEL

A motion was made by Alderman Gallagher to move for a closed determination of the issue on whether or not to declare an Executive Session. Motion was put to vote and passed unanimously. Alderman Gallagher made the motion to go into Executive Session for the purpose of discussing pay adjustments for personnel. Motion was seconded by Alderman Hoots. Motion was put to vote and passed unanimously.

The Mayor and Board discussed personnel. No action taken.

A motion was made by Alderman Kelly to end executive session and re-open the meeting. The motion was seconded by Alderman Wheeler. Motion was put to vote and passed unanimously.

There being no further business to come before the Board of Aldermen, a motion was made by Alderman Hoots to adjourn. Motion was seconded by Alderman Jerome. Motion was put to a vote and passed unanimously August 5, 2021 at 12:40 p.m.

Darren Musselwhite,
Mayor

Andrea Mullen,
City Clerk
(Seal)

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MINUTES OF THE REGULAR MEETING OF August 3, 2021 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 a Regular Meeting on the 3rd day of August, 2021 at six o'clock (6:00) p.m. at City Hall.

Present were:

George Payne	Alderman At Large
Kristian Kelly	Alderman, Ward 1
Charlie Hoots	Alderman, Ward 2
William Jerome	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 twenty (20) 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 Payne.

Next, a motion was made by Alderman Payne to approve the minutes of the Regular Meeting of July 20, 2021 with any corrections, deletions, or additions necessary. Motion was seconded by Alderman Hoots. Motion was put to a vote and passed unanimously.

Alderman Payne made the motion to approve the Special Meeting Minutes of July 16, 2021 with any corrections, deletions, or additions necessary. Motion was seconded by Alderman Hoots. Motion was put to a vote and passed unanimously.

RESOLUTION FOR BUDGET AMENDMENT

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

This resolution is for a budget amendment that reflects the sale of surplus property by the SPD that will be used to purchase SPD vehicles.

RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN OF THE CITY OF SOUTHAVEN, MISSISSIPPI TO AMEND 2021 BUDGET

The Mayor and Board of Aldermen of the City of Southaven, Mississippi (the "City"), considered the matter of amending the 2021 City Budget.

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WHEREAS, pursuant to Miss. Code 21-35-25, the City desires to amend its 2021 budget; and

WHEREAS, the City's actual collections for the City Police, via grants and sale of surplus property, will exceed the budget estimates; thus, the City desires to revise and increase the budget appropriation of such funds as set forth in Exhibit A; and

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The City Board approves the budget amendment as set forth in Exhibit A and authorizes the Mayor or Finance Director or their designee to take any and all actions for such amendment.
2. If required, the City is authorized to publish within two (2) weeks of this action in the same manner as the final adopted budget. This publication shall contain a description of the amendment, the amount of money and funds affected, and a detailed statement explaining the need and purpose of the amendment. The vote of each member of the municipality's governing authority on each amendment shall be included in the publication or posted notice.
3. The Mayor or Finance Director or their designee are authorized to take all actions to further effectuate the intent of this Resolution.

Following the reading of the foregoing Resolution, Alderman Flores made the motion 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 Jerome	voted: YES
Alderman Kristian Kelly	voted: YES
Alderman George Payne	voted: YES
Alderman Joel Gallagher	voted: YES
Alderman John David Wheeler	voted: YES
Alderman Charlie Hoots	voted: YES
Alderman Raymond Flores	voted: YES

RESOLVED AND DONE, this the 3rd day of August, 2021

A copy of the budget amendment is attached to these minutes.

AGREEMENT WITH LEXIS NEXIS FOR MAPPING

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

Mr. Manley stated that this agreement will not cost the City any money as the City's RMS vendor will do the service for free, since it allows for the RMS vendor to show how it works for integration. The Agreement will allow for SPD to use the services to provide crime mapping within the City and is for one (1) year and will automatically renew; however, it may be cancelled with thirty (30) days-notice. It is recommended by Chief Moore. Alderman Wheeler made the motion to authorize Chris Shelton to execute the agreement. Motion was seconded by Alderman Payne.

Roll call was as follows:

ALDERMAN

VOTED

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Alderman Jerome	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 3rd day of August, 2021.

A copy of the agreement is attached and incorporated into these minutes.

RESOLUTION FOR APPROVAL FOR CONTRACTS AND PROFESSIONAL SERVICES

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

Mr. Manley stated that the Board previously approved a purchase policy which allows for department heads to make purchases in accordance with Miss. Code 31-7-13. This resolution will authorize department heads to enter into contracts for construction and related activities for those contracts under \$5k; between \$5k and \$50k if the department head receives two (2) bids for projects and the department head chooses the low bid. Also, it allows for the department head to enter into professional service contracts (not subject to Miss. Code 31-7-13) if such service is under \$20k. All contracts will require the Mayor's approval and the contract will be entered into the minutes at the next board meeting. After hearing from Mr. Manley, the Board of Alderman considered the following resolution:

RESOLUTION OF THE CITY OF SOUTHAVEN GOVERNING AUTHORITIES FOR EXECUTION OF CONTRACTS BY CITY OF SOUTHAVEN DEPARTMENT HEADS

WHEREAS, the City of Southaven Governing Authorities ("City") desire to comply with Mississippi Code Section 31-7-13 for the contracts; and

WHEREAS, contracts for professional services are not subject to the requirements set forth in Mississippi Code 31-7-13; and

WHEREAS, Mississippi Code 31-7-13(b) allows for the City Board to designate purchasing agents to accept the lowest competitive written bid for commodities under Fifty Thousand Dollars (\$50,000.00); and

WHEREAS, the City has previously designated purchasing agents; and

WHEREAS, the City desires to comply with the laws of Mississippi and still operate efficiently for all projects transpiring within the City; and

WHEREAS, the City Governing Authorities desire to appoint Department Heads to sign contracts as set forth below; and

NOW, THEREFORE, BE IT ORDERED by the City Governing Authorities as follows, to wit:

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1. For any construction or similar contract, which is less than or equal to Five Thousand Dollars and 00/100 (\$5,000.00), the City Department Head may sign the contract.
2. For any construction or similar contract, which is above Five Thousand Dollars and 00/100 (\$5,000.00) and below Fifty Thousand Dollars (\$50,000.00), the City Department Head shall obtain two (2) written bids and assuming the City Department Head selects the lowest bid and has received Mayoral approval the Department Head may sign the contract for such construction or similar work.
3. The City Department Head shall provide the City Clerk with all written bids and/or quotes to be kept and maintained at the City Clerk's Office.
4. For any professional services contract, which is below Twenty Thousand Dollars and 00/100 (\$20,000.00), the City Department Head may sign the professional services contract after receiving Mayoral approval.
5. At the City Board Meeting directly following the Department Head's execution of the contract, such contract shall be placed on the agenda for inclusion in the City's Board Meeting Minutes.

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

Alderman Kelly:	YES
Alderman Hoots:	YES
Alderman Jerome:	YES
Alderman Gallagher:	YES
Alderman Wheeler:	YES
Alderman Flores:	YES
Alderman Payne:	YES

RESOLVED AND DONE this 3rd day of August, 2021.

APPROVAL OF CHANGE ORDER

Dan Cordell, City Consulting Engineer, presented this item to the Board.

Mr. Cordell stated that this change order addresses increased quantities required for the Central Park Bike Trail on Getwell Road at the intersection of Nail Road to May Boulevard. The change order amount is \$127,674.00. After noting that the change order is not outside the scope of the original project and is not being done to circumvent the public purchase laws, Alderman Flores made the motion to approve the change order. Motion was seconded by Alderman Gallagher.

Roll call was as follows:

ALDERMAN

VOTED

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Alderman Jerome	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 3rd day of August, 2021.

A copy of the change order is attached and incorporated into 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:

CONDEMNATION ADDRESS

Parcel # 1079320100003600
9180 Bentley Woods Dr
1764 Dorchester Dr
1748 Dorchester Dr
8269 Cedarbrush Drive

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, August 3, 2021, 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 uncleanness 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, August 3, 2021, to voice objection or to offer a defense.

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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:

CONDEMNATION ADDRESS

Parcel #

1079320100003600

9180 Bentley Woods Dr

1764 Dorchester Dr

1748 Dorchester Dr

8269 Cedarbrush Drive

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 Payne and seconded by Alderman Gallagher. The Resolution was then put to a roll call vote and the results were as follows, to-wit:

ALDERMAN

VOTED

Alderman George Payne

YES

Alderman Kristian Kelly

YES

Alderman Charlie Hoots

YES

Alderman William Jerome

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 3rd day of August, 2021.

**CITY OF SOUTHAVEN,
MISSISSIPPI BY**

**REQUEST TO ADVERTISE FOR CE&I SERVICES FOR GETWELL
ROAD SOUTH WIDENING PROJECT**

Whitney Cook, Director of Planning & Development, presented this item to the Board.

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Mrs. Choat-Cook requested approval to advertise in the Clarion Ledger for construction engineering and inspection services (CE&I) for the Getwell Road South Widening Project. This is a formal procedure required by MDOT for MPO funding. Alderman Wheeler made the motion to advertise CE&I services for the Getwell Road South Widening Project. Motion was seconded by Alderman Flores.

Roll call was as follows:

ALDERMAN	VOTED
Alderman Jerome	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 3rd day of August, 2021.

PLANNING AGENDA

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

Item#1 Application by Slim Chickens, LLC to revise lot 1 of Silo Square Commercial Area Phase 1 on the west side of Getwell Road, north of May Blvd.

The applicant is requesting subdivision approval to revise the existing lot 1 of Silo Square Commercial Phase 1 on the west side of Getwell Road, north of May Blvd. At present time, the lot encompasses 1.20 acres with approximately 185' of linear frontage down Getwell Road. The applicant is requesting to increase the width to approximately 213' which would allow the Slim Chickens to add additional drive through space and employee parking to the site on the north end of the lot. Mrs. Choat-Cook stated that the applicant has already submitted and had approved a new city road north of this site and an additional commercial lot. This application took that approval into account and was designed to meet the boundaries of those already approved projects. Staff believes the expansion to be necessary and beneficial to the overall area. The lot meets the standard set forth in the subdivision regulations regarding a commercial lot and approval was recommended. Alderman Flores made the motion to approve the application by Slim Chickens, LLC. Motion was seconded by Alderman Wheeler.

Roll call was as follows:

ALDERMAN	VOTED
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Alderman Jerome	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 3rd day of August, 2021.

A copy of the staff report, plat of survey, and final plat is attached and fully incorporated into these minutes.

Item #2 Application by Loeb/Church Road, LLC for subdivision approval for Church Road/Marketplace Commercial Subdivision lot 8 on the south side of Church Road, east of Hwy. 51

Mrs. Choat-Cook stated that the applicant is requesting subdivision approval for lot 8 of the Church Road Marketplace Commercial Subdivision on the south side of Church Road, east of Hwy. 51. The lot encompasses 0.66 acres of property and shares an existing recorded ingress/egress with lot 9 directly to the west of this lot. There are no other access points shown recorded with this lot. There are several easements shown along the linear frontage of the lot including a thirty (30) foot OHP line easement and a twenty (20) foot utility easement which the applicant has identified on the proposed plat. This is a standard commercial lot which conforms to the standards set forth in the subdivision regulations of the zoning ordinance. The overall PUD allows for this site to be a commercial outparcel and approval was recommended. Alderman Gallagher made the motion to approve the application by Loeb/Church Road, LLC. Motion was seconded by Alderman Payne.

Roll call was as follows:

ALDERMAN	VOTED
Alderman Jerome	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 3rd day of August, 2021.

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

Item #3 Application by R & C Enterprises for design review approval for an urgent medical facility to be located on lot 8 of the Church Road/Marketplace Commercial Subdivision

The applicant is requesting design review approval for an emergency care facility on lot 8 of the Church Road Marketplace Commercial Subdivision on the south side of Church Road, east of Hwy. 51 North. The applicant submitted building elevations, landscape plan, and photo metric plan. The following staff recommendations were made:

1. Staff does not like how the brick is used. There should be some incorporation on all sides for each brick color. It is staff's suggestion to use one of the brick colors for the main entryway section of the front and the other brick on each side where the window line begins. This should carry around both sides of the building to break up the monotony of the color/material.

2. It is noted on the plans that there is a stone material used on this site which staff was not able to identify; however, it is recommended that it is incorporated into the design. There are pilaster columns shown along the front and sides which could use this material. Staff would suggest using the stone on the two columns next to the front door and also the two on the sides farthest away from the frontage to help break up the materials.

3. Staff would like to see more landscape materials included on the plan. Staff has submitted a redlined landscape plan which shows additional materials including seasonal color, liriope and Autumn Glory maples. The redlined copy includes additional planting areas as well, which should be followed by the applicant.

4. The sizing of the materials needs to be adjusted to meet city standards. All shade trees have a minimum of 3.5" caliper, shade trees a 2.5" caliper or multi trunk 8-10 ft. minimum for crape and shrubs with a 5 gallon minimum.

5. As with all new developments, decorative lighting is required for the site. Included on the landscape revision is the placement of two decorative lights within the streetscape area along Church Road which should be placed by the applicant.

Mrs. Choat-Cook made the recommendation to approve with the above stated changes. Alderman Gallagher made the motion to approve the application by R & C Enterprises. Motion was seconded by Alderman Payne.

Roll call was as follows:

ALDERMAN	VOTED
Alderman Jerome	YES
Alderman Kelly	YES
Alderman Hoots	YES

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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 3rd day of August, 2021.

A copy of the staff report, exterior elevations and landscape plan is attached and fully incorporated into these minutes.

Item #4 Application by Chuck Roberts for subdivision approval to revise lots 5a and 5b of the Bell Office Park on the east side of Elmore Road, south of Jennings Drive

Mrs. Choat-Cook stated that the applicant is requesting subdivision approval to revise lots 5a and 5b of the Bell Office Park on the south side of Jennings Drive, east of Elmore Road. The current conditions have an existing cell phone tower located on lot 5b via a recorded easement that is shown on lot 5a. The applicant is wanting to clean up the title work on the two lots so the revision is shifting the cell tower completely onto lot 5a which would then exclude any access or tower detail on lot 5b. There is no other changes requested for the revision. The existing lots identify with lot 5a having 2.05 acres and lot 5b with 6.02 acres. The revision would alter the lots acreages to lot 5a having 2.14 acres and lot 5b with 5.94 acres. The revision requested was preferred by staff. The one thing that staff had to ensure was that the tower location was not landlocked. To ensure future compliance of the tower, the owner of lot 5a is also the owner of the establishment on the lot and therefore could keep the ownership as well as the legal easement for the tower together. It is the applicant's intention to sell lot 5b. Mrs. Choat-Cook made the recommendation to approve as submitted. Alderman Flores made the motion to approve the application by Chuck Roberts. Motion was seconded by Alderman Hoots.

Roll call was as follows:

ALDERMAN	VOTED
Alderman Jerome	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 3rd day of August, 2021.

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

REVIEW AND RECOMMENDATION DETAILS REGARDING THE STATELINE ROAD WEST TRAFFIC STUDY AND EVALUATION

Dan Cordell, City Consulting Engineer, presented this item to the Board.

Mr. Cordell stated that although the study is complete; however, he needed additional time and would make a formal recommendation at the next meeting. No action was taken.

MAYOR'S REPORT

Sales Tax Revenue Update

Mayor Musselwhite reported that sales tax is once again up and tourism tax is up \$35,000 in one month. Both sales and tourism tax have exceeded budgeting every month and has been the continuous trend throughout this year.

FY22 Budget

Mayor Musselwhite stated that they are preparing for the FY22 Budget with workshops scheduled from 10am – 12pp, this Thursday and Friday. Mayor Musselwhite stated that they have a rough draft balanced budget proposal for the Board.

May Boulevard Pedestrian Bridge Update

Mayor Musselwhite stated that the actual bridge structure was delivered on a truck today and is on site. They are currently in discussions with the contractor to decide the best time to place to put the structure in place due to the traffic situation on Getwell. It will either be during the day after school traffic is done, at night, or on the weekend. Mayor Musselwhite stated that as of right now, the bridge will be installed August 20-22.

PERSONNEL DOCKET

Personnel

Docket

August 3,
2021

New Hires	Department	Position Title	Start Date	Rate of Pay
Joshua Brake *	ITEC	IT Tech 1	TBD	\$23.79

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Gerald Fox	Public Works	Laborer I	TBD	\$13.50
Brittany McGowen		Animal Control		
**	Animal Control	Officer/Office Staff	TBD	\$14.25
Jesse Myers	Utility	Sewer Technician	TBD	\$13.72
Haley Tedder **	Fire	EMS Driver	TBD	\$15.50
Sandy Trask **	Utility	Billing Clerk	TBD	\$16.00

*pending 1 pre-emp screening

** pending 2 pre-emp screenings

ReHire	Department	Position Title	Start Date	Rate of Pay
Michael Collins *	Utility	Operator	TBD	\$17.28

Payroll Transfer	From Dept	To Dept	Start Date	Position	Rate of Pay
Hunter Havlik	Public Works	Utility	8/16/2021	Service Tech	\$14.00
Shay Sigler	Police	ITEC	TBD	Dispatch 1	\$19.85

Pay Adjustments	Previous Classification	New Classification	Effective Date	Proposed Rate of Pay
Parks				
Michael Brewer	Laborer I	Laborer II	8/4/2021	\$14.00
Jamarcus Brown	Laborer I	Laborer II	8/4/2021	\$14.00
Matthew German Benjamin	Laborer I	Laborer II	8/4/2021	\$14.00
McNaughton	Laborer I	Laborer II	8/4/2021	\$14.00
Zachery Smith	Laborer I	Laborer II	8/4/2021	\$14.00
Adrian Stringer	Laborer I	Laborer II	8/4/2021	\$14.00
Avery White	Laborer I	Laborer II	8/4/2021	\$14.00

Resignations/Terminations	Department	Current Position Title	Effective Date	Rate of Pay
		Animal Control	7/23/2021	
Samuel Cook	Animal Control	Officer	1	\$14.28
Antoris Patty	Fire	Fire Fighter II	8/8/2021	\$16.08

Alderman Payne made the motion to approve the Personnel Docket of August 3, 2021 as presented to this Board. Motion was seconded by Alderman Kelly.

Roll call was as follows:

ALDERMAN

VOTED

Alderman Jerome

YES

Alderman Kelly

YES

Alderman Hoots

YES

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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 3rd day of August, 2021.

CITY ATTORNEY'S LEGAL UPDATE

Fire Station No. 5 Change Order

Mr. Manley entered change order #2 for dirt work at Fire Station No. 5 into the minutes. No action was taken.

Water Company of America Contract Termination

Mr. Manley stated that the contract with Water Company of America was executed in 2018 for the purpose of identifying utility accounts where the City was not collecting the full revenue owed to it. However, for WCA to perform this service, the City has to provide regular access to Munis and customer databases, which creates concern for the IT Department. In addition, WCA was not able to find that many instances of under charges by the City. Mr. Manley stated that Ray Humphrey and Chris Shelton made the recommendation to terminate the contract with Water Company of America pursuant to the precedent set forth in *Biloxi Firefighters Assoc. v. City of Biloxi*, 810 So.2d 589 (Miss. 2002), which does not allow for a prior board to bind the current board. Alderman Flores made the motion to authorize Ray Humphrey or Chris Shelton to terminate the contract. Motion was seconded by Alderman Wheeler.

Roll call was as follows:

ALDERMAN	VOTED
Alderman Jerome	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 3rd day of August, 2021.

A copy of the contract and notice to terminate is attached and fully incorporated into these minutes.

Minutes, City of Southaven, Southaven, Mississippi

UTILITY BILL ADJUSTMENT DOCKET

UTILITY BILL LEAK ADJUSTMENT DOCKET 08/03/2021

The addresses below experienced unforeseen circumstances in their utilities for which no benefit was received.

NAME	HOUSE #	STREET	ADJUSTED AMOUNT	REASON FOR LEAK ADJUSTMENT
CHAVEZ VICTOR	7149	LYNNEASE DRIVE	(73.20)	TOILET LEAK
PERRY LINDSEY	821	OLD FORGE RD	(385.52)	TOILET LEAK
HUGH DANCY CO	8450	SWINNEA RD	(57.08)	BROKEN SERVICE LINE
TERRELL SAM	950	PINE BIRCH PL	(73.20)	TOILET LEAK
MELTON PHIL	319	RED PLUM COVE	(273.28)	TWO LEAKS UNDER SLAB
TEDFORD BILL	713	CUMBERLAND CV	(126.88)	TOILET LEAK
POTTS SANDRA	1513	VICKSBURG	(34.16)	LEAK AT TOILET AND BEHIND KITCHEN FAUCET
CAMPBELL ANGELA	5743	STEFFANI DRIVE	(307.44)	TOILET LEAK
BRENDA EUBANKS	4387	JESSIE DR	(41.99)	POOL ADJUSTMENT
CHRIS GRESSEL	2881	SOUTH HARTLAND	(22.23)	POOL ADJUSTMENT
JONATHAN CARTER	4131	BRAMBLE CREST	(27.17)	POOL ADJUSTMENT
RONNIE BELL	310	VILLAGE PKWY	(19.76)	POOL ADJUSTMENT
ANTONIO BROWN	1839	CUSTER DR	(154.93)	TOILET LEAK
RONDA/GRAY	3798	EAST POINT DR	(103.74)	POOL ADJUSTMENT
KANOSHIA CLARK	1931	CONERLY DR	(113.44)	SERVICE LINE LEAK
BENJAMIN WATSON	8416	SOUTHERNWOOD COVE	(24.70)	POOL ADJUSTMENT
BOBBY GREEN	1252	TOWN & COUNTRY	(14.82)	POOL ADJUSTMENT
JOHNSON DERRICK	870	BARRINGTON WOODS COVE	(253.76)	TOILET LEAK
AVENT BARRY	5160	WILDWOOD DRIVE	(307.44)	TOILET LEAK
PAULA DARTER	7440	CHARD BARK POINT	(49.40)	POOL ADJUSTMENT
HOLLAND AMANDA	330	CLARINGTON	(54.34)	POOL ADJUSTMENT
HITE COLLIN	7160	TIMBER TRAIL DRIVE	(51.87)	POOL ADJUSTMENT

Minutes, City of Southaven, Southaven, Mississippi

HOLLOWAY DAVID	7424	KINSTON COVE	(54.34)	POOL ADJUSTMENT
MCCLURE PAMELA	5421	KAYLA DR	(24.70)	POOL ADJUSTMENT
POOLE BETHANY	7799	DAVIS PKWY	(151.28)	TOILET LEAK
HOLLAND WILLIAM	6184	BERKSHIRE CR	(140.79)	POOL ADJUSTMENT
STAFFORD TONY	7090	PECAN LANE W	(122.00)	MAIN LINE BUSTED/FRONT YARD
JAMES & TONI PETERSON	2065	CARROLTON DR	(17.29)	POOL ADJUSTMENT
MATT PROCTOR	4725	DUSTIN PL	(46.93)	POOL ADJUSTMENT
CYNTHIA VANGUNDA	880	RUSS	(69.16)	POOL ADJUSTMENT
STANLEY MCCLAIN	738	HALIFAX CV	(64.22)	POOL ADJUSTMENT
MADKINS JERMAINE	1540	CAMBRIA DR	(78.08)	WATER PIPE IN YARD
WALTERS CYNTHIA	8704	YORKTOWN DR	(375.76)	TOILET LEAK
SHERYL PANKEY	4902	JESSICA DR	(44.46)	POOL ADJUSTMENT
MARK BLANKENSHIP	6191	BERKSHIRE CR	(32.11)	POOL ADJUSTMENT
SHERI SILLS	7855	SOUTHAVEN CR	(54.34)	POOL ADJUSTMENT
ASHLEY WEBB	8131	JAMESBROOK	(17.29)	POOL ADJUSTMENT
MICHAEL MCDONALD	8625	CEDAR CIRCLE WEST	(146.40)	TOILET LEAK
TODD & DENSIE WILLIS	4840	DAVIS RD	(93.86)	POOL ADJUSTMENT
MARCUS COLE	1627	APPLEDORE CV	(34.58)	POOL ADJUSTMENT
CONSTANTINO FERRETIZ	1805	EPPING FOREST DRIVE	(53.68)	LEAK IN WALL
MARY RODERICK	8408	BOONEVILLE DR	(19.76)	POOL ADJUSTMENT
MICHAEL ALLEN	4875	HENRY DRIVE	(805.20)	POOL LEAK
REGINA OWENS	7615	IRIS DRIVE	(78.08)	HOT WATER HEATER
SARAH MUSE	8155	CEDARBROOK DRIVE	(82.96)	TOILET LEAK
DAVID HYDE	2704	PYRAMID DRIVE	(117.12)	TOILET LEAK
BERTHA EDWARDS	4265	SWEET FLAG LOOP	(292.80)	TOILET LEAK
		TOTAL	(5587.54)	

Minutes, City of Southaven, Southaven, Mississippi

A motion was made by Alderman Payne to approve the Utility Bill Adjustment Docket of July 20, 2021 in the amount of \$5,587.54. Motion was seconded by Alderman Wheeler.

Roll call was as follows:

ALDERMAN	VOTED
Alderman Jerome	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 3rd day of August, 2021.

CLAIMS DOCKET

A motion was made by Alderman Payne to approve the Claims Docket of August 3, 2021 in the amount of \$4,487,409.15. Motion was seconded by Alderman Hoots.

Excluding voucher numbers:

364024, 364025, 364032, 034119, 364132, 364157, 364253, 364254, 3642527, 364351, 364408, 364536, 364555, 364574, 364606, 364637, 364639, 364640, 364655

Roll call was as follows:

ALDERMAN	VOTED
Alderman Jerome	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 3rd day of August, 2021.

SPECIAL CLAIMS DOCKET

A motion was made by Alderman Payne to approve the Special Claims Docket of August 3, 2021 in the amount of \$16,239.73. Motion was seconded by Alderman Flores.

Roll call was as follows:

ALDERMAN	VOTED
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Minutes, City of Southaven, Southaven, Mississippi

Alderman Jerome	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 3rd day of August, 2021.

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 Payne to adjourn. Motion was seconded by Alderman Hoots. Motion was put to a vote and passed unanimously August 3, 2021 at 7:05p.m.

Darren Musselwhite,
Mayor

Andrea Mullen,
City Clerk
(Seal)

All exhibits and attachments are electronically filed in the City Clerk's Office.

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