

Minutes, City of Southaven, Southaven, Mississippi



**MEETING OF THE MAYOR AND BOARD OF ALDERMEN
SOUTHAVEN, MISSISSIPPI
CITY HALL
February 6, 2024
6:00 PM
AGENDA**

1. **Call To Order**
2. **Invocation**
3. **Pledge Of Allegiance**
4. **Approval of Minutes: Special Meetings January 23, 2024 & January 30, 2024**
5. **Agreement with Wildcat Cheer Organization**
6. **Resolutions for SPD Sole Source**
7. **Change Order for Fire Station #5**
8. **Resolution for Surplus Firearm to Lt. Chris Robertson**
9. **Award of Traffic Signal Improvement Project**
10. **Amphitheater Contracts**
11. **Resolution for Sanitation Fees**
12. **Contracts with Novatech, Inc.**
13. **Planning Agenda:** Item #1 Application by Chris Montesi for subdivision approval of Swinnea Road Minor Subdivision
Item #2 Application by Chris Montesi for subdivision approval for Stewartshire Subdivision, Section "B"
Item #3 Application by Lifestyle Homes for subdivision approval of Silo Square Phase 7
Item #4 Application by Lifestyle Homes for subdivision approval of lot 23 and 24 of Silo Square Commercial Subdivision
14. **DeSoto County Tax Collector Resolution**
15. **Mayor's Report**
16. **Personnel Docket**
17. **City Attorney's Legal Update**
18. **Utilities Billing Leak Adjustment Docket**
19. **Claims Dockets: Docket 1
Docket 2**
20. **Executive Session: Pending and Ongoing Litigation/Claims against the City; Economic Development (Industry/Business locating to City); Interdepartmental Personnel with No Action**

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

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**MINUTES OF THE REGULAR MEETING
OF February 6, 2024
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 6th day of February, 2024 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 Hoots to approve the Minutes of the Special Called Meetings of January 23, 2024 and January 30, 2024 with any corrections, deletions, or additions necessary. Motion was seconded by Alderman Payne. Motion was put to a vote and passed unanimously.

AGREEMENT WITH WILDCATS CHEER ORGANIZATION

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

Mr. Manley stated that this contract with Wildcat Cheer is the same contract as prior years. Wildcat shall provide two (2) individuals to assist the City with vending services as directed by the City and/or the City's representative during the City Springfest, excluding one (1) extra individual to serve Friday at the City Hospitality event which the City shall pay that individual Sixty Dollars and 00/100 (\$60.00) for 4 hours service. Alderman Jerome made the motion to authorize Mayor Musselwhite to sign the contract. Motion was seconded by Alderman Wheeler.

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

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Having received a majority of affirmative votes, Mayor Musselwhite declared that the motion was carried and approved on the 6th day of February, 2024.

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

RESOLUTIONS FOR SPD SOLE SOURCE

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

Mr. Manley stated that there are two (2) sole source purchases for the SPD. The first purchase is a live scan fingerprinting machine from Idemia. The SPD needs this equipment to efficiently complete arrest and bookings, and Idemia is the only vendor certified by the State of Mississippi and the SPD wanted to have a certified vendor. The purchase is in the amount of \$19,156.00 and the maintenance plan is \$2,989.00 per year. The second purchase is forensic computer from SUMURI to download phones for investigations. SUMURI is also the developer and provider of the Macintosh Forensic Survival Courses and Surviving Digital Forensic Training Series and is the sole proprietor and provider of the products and training and do not allow any other vendors to provide this training or to resell or distribute our software and/ or hardware. The U S. Department of Treasury Office of Asset Forfeiture has approved the purchase and reimbursement to the City for the forensic computer in the amount of \$13,979.00. After hearing from Mr. Manley, the Board of Alderman considered the following resolutions:

**RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN
OF THE CITY OF SOUTHAVEN, MISSISSIPPI
AUTHORIZING SINGLE SOURCE ITEM PURCHASE**

WHEREAS, the City of Southaven Police Department ("City Police") has determined it needs a Livescan Fingerprinting Machine ("Machine"), as the current system used by City Police is antiquated; and

WHEREAS, the City Police need the Machine to efficiently complete arrest and bookings, and correct any issues that may arise with the Machine; and

WHEREAS, IDEMIA is the only entity that is accepted and certified with the State of Mississippi for the Machine; and

WHEREAS, based on the review by the City Police it is determined that Machine, described in Table 1, the Tenprint/Palm Capture- Cabinet Fixed Height (FH), and as set forth in more detail in Exhibit A is needed by the City Police; and

WHEREAS, based on the need by the City Police for the Machine made by IDEMIA as further described in Table 1 as specifically set forth in Exhibit A and the sole source letter and justification as set forth in Exhibit

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B, the City of Southaven Board hereby approves the single source purchase of the Machine from IDEMIA pursuant to Mississippi Code 31-7-13(m)(viii); and

NOW, THEREFORE, BE IT ORDERED by the Board of Aldermen of the City, to wit:

1. Pursuant to Mississippi Code 31-7-13(m)(viii), the City Police Department is authorized to purchase the Machine in the amount of \$19,156, along with the warranty on a yearly basis in the amount of \$2,989 from Idemia.
2. The Mayor, City Police Chief or their designee(s) are authorized to spend funds, including seized funds and take all actions to effectuate the intent of this Resolution.

Following a reading of the foregoing resolution, Aldermen 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 Wheeler	voted: YES
Alderman Raymond Flores	voted: YES
Alderman Charlie Hoots	voted: YES

RESOLVED AND DONE, this 6th day of February, 2024.

**RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN
OF THE CITY OF SOUTHAVEN, MISSISSIPPI
AUTHORIZING SINGLE SOURCE ITEM PURCHASE**

WHEREAS, the City of Southaven Police Department ("City Police") has determined it needs a forensic computer to download phones for investigations;

WHEREAS, the City Police have determined that it needs the TALINO Forensic, eDiscovery, TALINO, KA-Server, TALINO KA-Nano, and Cryptanalysis Workstations; and

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WHEREAS, PALADIN software has been validated as forensically sound through the National Department of Justice and, as stated, is also only offered via hardware components in the TALINO Forensic Workstation; and

WHEREAS, SUMURI is also the developer and provider of the Macintosh Forensic Survival Courses and Surviving Digital Forensic Training Series and is the sole proprietor and provider of the above listed products and training and do not allow any other vendors to provide this training or to resell or distribute our software and/ or hardware; and

WHEREAS, the U.S. Department of Treasury Office of Asset Forfeiture has approved the purchase and reimbursement to the City for the forensic computer in the amount of \$13,979.00; and

WHEREAS, based on the need by the City Police for the forensic computer as further described in Exhibit A and the sole source letter and justification as set forth in Exhibit B, the City of Southaven Board hereby approves the single source purchase of the forensic computer from SUMURI in the amount of \$13,979.00 pursuant to Mississippi Code 31-7-13(m)(viii); and

NOW, THEREFORE, BE IT ORDERED by the Board of Aldermen of the City, to wit:

1. Pursuant to Mississippi Code 31-7-13(m)(viii), the City Police Department is authorized to purchase the forensic computer in the amount of \$13,979.00.
2. The Mayor, City Police Chief or their designee(s) are authorized to spend funds, including seized funds and take all actions to effectuate the intent of this Resolution.

Following a reading of the foregoing resolution, Aldermen 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 Wheeler	voted: YES
Alderman Raymond Flores	voted: YES
Alderman Charlie Hoots	voted: YES

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RESOLVED AND DONE, this 6th day of February, 2024.

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 on the 6th day of February, 2024.

A copy of the estimates and sole source letters are attached and incorporated into these minutes.

CHANGE ORDER FOR FIRE STATION 5

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

Mr. Manley stated that Previously, the Board approved the City Fire Chief to execute change orders, which were less than one percent of the contract amount. This change order #10 for Fire Station 5 increases the contract sum \$2483.27 for changes made to the tile flooring, along with the a deduct amount that is from A2H invoices for foundation remediation. The change order was entered into the minutes with no action taken.

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

RESOLUTION FOR SURPLUS FIREARM TO LT. CHRIS ROBERTSON

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

Mr. Manley stated that this resolution will surplus Lt. Robertson's firearm in recognition of his retirement. After hearing from Mr. Manley, the Board of Alderman considered the following resolutions:

**RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN OF THE
CITY OF SOUTHAVEN, MISSISSIPPI
PRESENTING SOUTHAVEN POLICE LIEUTENANT CHRIS ROBERTSON
HIS SERVICE WEAPON IN RECOGNITION OF HIS RETIREMENT**

WHEREAS, the City of Southaven Police Department hereby desires to honor Southaven Police Lieutenant Chris Robertson by presenting to him his service firearm, Glock Model 45 9mm serial #BWNC556 ("Weapon"); and

WHEREAS, Lieutenant Robertson is retiring under the state retirement system, and

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WHEREAS, in accordance with Mississippi Code Section 45-9-131, it has been recommended to the Mayor and Board of Aldermen that this Weapon be sold to Lieutenant Robertson for one dollar in recognition of his retirement and service to the City of Southaven, and

WHEREAS, the Mayor and Board of Aldermen hereby authorize that the Weapon as described above be provided to Lieutenant Robertson; and

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

- 1. The Weapon be provided to Lieutenant Robertson.
- 2. The Mayor and Police Chief are hereby authorized to take all actions to effectuate the intent of this Resolution.

Motion was made by Alderman Gallagher and seconded by Alderman Jerome, for the Resolution, and the question being put to a vote:

Alderman William Jerome	voted: YES
Alderman Kristian Kelly	voted: YES
Alderman George Payne	voted: YES
Alderman Joel Gallagher	voted: YES
Alderman John Wheeler	voted: YES
Alderman Raymond Flores	voted: YES
Alderman Charlie Hoots	voted: YES

RESOLVED AND DONE, this 6th day of February, 2024.

AWARD OF TRAFFIC SIGNAL IMPROVEMENT PROJECT

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

Mr. Cordell stated that the City went to bid for traffic signal improvements at Airways and Guthrie; Swinnea and Stateline; and Church and Tchulahoma. The low bid was Lewis Electric, Inc. in the amount of \$727,490.00. Alderman Payne made the motion to award the bid to Lewis Electric, Inc. and authorize Mayor Musselwhite to sign all documents associated with the project. Motion was seconded by Alderman Gallagher.

ALDERMAN	VOTED
Alderman Jerome	YES
Alderman Kelly	YES
Alderman Hoots	YES
Alderman Payne	YES
Alderman Gallagher	YES

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Alderman Wheeler	YES
Alderman Flores	YES

Having received a majority of affirmative votes, Mayor Musselwhite declared that the motion was carried and approved on the 6th day of February, 2024.

A copy of the award recommendation letter is attached and incorporated into these minutes.

AMPHITHEATER CONTRACTS

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

Mr. Manley stated that these contracts are for the following concerts that have already been announced at the Amphitheater:

Hozier April 5
Riley Green April 25
Lainey Wilson August 9

Alderman Flores made the motion to authorize Mayor Musselwhite to sign all contract agreements. Motion was seconded by Alderman Payne.

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 on the 6th day of February, 2024.

A copy of the facility use agreements and letter agreements are attached and fully incorporated into these minutes.

RESOLUTION FOR SANITATION FEES

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

Mr. Manley stated that this resolution will allow for a lien or car tag hold for those individuals who have not paid the sanitation fee. After hearing from Mr. Manley, the Board of Alderman considered the following resolution:

RESOLUTION FOR ASSESSING UNPAID SANITATION FEES

WHEREAS, the City of Southaven ("City") operates and maintains a garbage and rubbish collection system; and

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WHEREAS, the City previously implemented a \$12.00 per month sanitation fee to defray the cost for the operating and maintaining of the garbage and rubbish collection system; and

WHEREAS, despite correspondence requesting that the City residents pay the sanitation fee and providing the residents the opportunity to address the City Board at previous City meetings, the residents listed at the properties on Exhibit A have failed to pay the sanitation fee; and

WHEREAS, the individuals were provided an opportunity for a hearing at the City Board Meetings regarding the delinquent assessments and chose not to attend the hearing; and

WHEREAS, the City desires to collect the sanitation fees from the individuals and in the amount as set forth in Exhibit A; and

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

1. Pursuant to Mississippi Code Section 21-19-2, the City Public Works Director and his staff are authorized to notify the Desoto County Tax Collector of the unpaid fees for those residents as set forth in Exhibit A. Upon receipt of the residents and addresses as set forth in Exhibit A from the City, the Desoto County Tax Collector shall not issue or renew a motor vehicle road and bridge privilege license for the motor vehicle owned by those individuals, unless such fees or charges, in addition to any other taxes or fees assessed against the motor vehicle, are paid.
2. In lieu of filing the assessments with the Desoto County Tax Collector, the City, pursuant to Mississippi Code 21-19-2, may file a lien on the property offered the sanitation service.
3. The Mayor, City Public Works Director and any of their designees are authorized to take any and all action to effectuate the intent of this Resolution.

After a full discussion of this matter, ALDERMAN Kelly moved that the foregoing Resolution be adopted. The motion was seconded by ALDERMAN Payne. Upon the question being put to a vote, Members of the Board of Aldermen voted as follows:

Alderman William Jerome	voted: YES
Alderman Kristian Kelly	voted: YES
Alderman George Payne	voted: YES
Alderman Joel Gallagher	voted: YES
Alderman John Wheeler	voted: YES
Alderman Raymond Flores	voted: YES
Alderman Charlie Hoots	voted: YES

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RESOLVED AND DONE, this 6th day of February, 2024.

A list of addresses with unpaid sanitation fees is attached to these minutes.

CONTRACTS WITH NOVATECH, INC.

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

Mr. Manley stated that these contracts with Novatech are the City’s printer/copier needs in the SPD and Animal Shelter/Office. The contracts include maintenance and include addendums with the requested revisions for compliance with Mississippi law. Alderman Flores made the motion to authorize Michael Norris to sign the contracts with Novatech, Inc. Motion was seconded by Alderman Payne.

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 on the 6th day of February, 2024.

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

PLANNING AGENDA

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

Item #1 Application by Chris Montesi for subdivision approval of Swinnea Road Minor Subdivision

Mrs. Choat-Cook stated that the applicant is requesting subdivision approval for Swinnea Road Minor Subdivision on the south side of Star Landing Road, west of Swinnea Road. This area has frontage on the newly construction Swinnea Road. The zoning allows for 20,000 sq. ft. lots; however, due to the utilities on site the design was not feasible so the applicant has proposed three (3) lots ranging in size from 1.06 acres to 4.97 acres. All three lots would have driveway access to Swinnea Road. Staff has worked with the design team to determine if this area could be somehow connected to the Stewartshire Subdivision; however due to environmental constraints it is not possible. Staff voiced concerns about having too many driveways proposed onto Swinnea Road, which is why the applicant has

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shown only three. The design puts this subdivision into very low residential designation which should be the least impactful on Swinnea Road. It complies with the existing zoning as well as the Comprehensive Plan. Alderman Flores made the motion to approve the application by Chris Montesi for subdivision approval of Swinnea Road Minor Subdivision. 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 6th day of February, 2024.

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

Item #2 Application by Chris Montesi for subdivision approval for Stewartshire Subdivision, Section "B"

Mrs. Choat-Cook stated that the applicant is requesting subdivision approval for Stewartshire Subdivision Section “B” on the south side of Star Landing Road, west of Swinnea Road. This section adjoins the existing section “A” via Buttermilk Drive which currently stubs out at the east end of the road. The applicant is carrying the road all the way out to Swinnea Road which is now under final construction. There are five (5) lots associated with this section, two on the south side of the road and three (3) on the north side. A 20’ wide sewer easement is shown between lots 2 and 3. All of the lots provide the minimum 20,000 sq. ft. size and the existing covenants show a heated minimum square footage of 2,000. There are no common open spaces included in this section and the typical road section matches the existing design for Buttermilk Drive. The design proposed follows the original plan submitted and approved by the county prior to being annexed by the city. It allows for a much needed access to the new Swinnea Road to help circulation in the subdivision. The bulk regulations for R-20 zones are set in the zoning ordinance which shall be followed. There is already an existing set of covenants for this subdivision that the applicant should attached to this section. Additionally, the applicant should incorporate a sign easement on

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both lots 3 and 5 so that a subdivision entrance sign can be incorporated and maintained by the HOA.

Alderman Flores made the motion to approve the application by Chris Montesi for subdivision approval of Stewartshire Subdivision, Section B. 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 6th day of February, 2024.

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

Item #3 Application by Lifestyle Homes for subdivision approval of Silo Square Phase 7

Mrs. Choat-Cook stated that the applicant is requesting subdivision approval for Silo Square Phase 7 on the north side of May Blvd., east of Tchulahoma Road. This phase connects with the existing low density residential on May Blvd. and includes 14.82 acres of property with 15 lots and two common open spaces. The lots show a minimum of 10,125 sq. ft. with front load garages and a heated square footage minimum of 2,000 sq. ft. The common open spaces are continuous of the existing green space surrounding the conservation portion of the site. The application follows the PUD overall conceptual plan as well as the requirements set forth in the ordinance for commercial platting. Alderman Flores made the motion to approve the application by Lifestyle Homes for Subdivision of Silo Square Phase 7. 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

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Alderman Wheeler	YES
Alderman Flores	YES

Having received a majority of affirmative votes, Mayor Musselwhite declared that the motion was carried on the 6th day of February, 2024.

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

Item #4 Application by Lifestyle Homes for subdivision approval of lot 23 and 24 of Silo Square Commercial Subdivision

Mrs. Choat-Cook stated that the applicant is requesting subdivision approval for Silo Square Commercial lots 23 and 24 on the south side of May Blvd., west of Silo Square Lane South. The area encompasses 2.82 acres and is shown on the PUD for mixed use commercial/residential. Both lots have frontage on both roads as well as shared access onto the other lot. The ROW’s have already been dedicated and improved. The application follows the PUD overall conceptual plan as well as the requirements set forth in the ordinance for commercial platting. Alderman Flores made the motion to approve the application by Lifestyle Homes for Subdivision of Lot 23 and Lot 24 of Silo Square Commercial Subdivision. 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 6th day of February, 2024.

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

DESOTO COUNTY TAX COLLECTOR RESOLUTION

Mayor Musselwhite announced that the Desoto County Board of Supervisors voted to change the Desoto County Tax Collectors compensation from \$108,000 to \$160,000 per year. Mayor Musselwhite stated that no board action was needed.

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MAYOR'S REPORT

Desoto County Tax Collector Update

Mayor Musselwhite stated that there was a dispute between the tax collector and Desoto County Board of Supervisors regarding total compensation for that position. The Board of Supervisors voted to raise the salary from \$108,000 to \$160,000 annually.

Desoto County Crime Lab

Mayor Musselwhite stated that we are in the beginning stages of discussions with other Mayors and the new District Attorney, Matthew Barton, about the need of a crime lab. Drug crimes in our County are so rampant that when we need forensic analysis, we are having to wait on the crime lab in Jackson, Mississippi and there is a back log which jeopardizes our ability to prosecute drug crimes. Mayor Musselwhite stated that there is a pending plan of financial cooperation between the county, state, District Attorney's Office, and municipalities to create a crime lab in Desoto County. The plan is that the cities would share in the cost to pay salaries of (2) forensic scientists. The cost would be split between all of the cities. Mayor Musselwhite stated that there are ways in place to pay that with forfeiture / seizure monies. This will be coming back before the Board at a future date for further discussion.

Ward Maps Update

Mayor Musselwhite explained that every ten (10) years, the ward maps have to be redrawn in the City. Whitney Cook has started that process and in the coming weeks will begin the process with public meeting / hearings.

Sanitation Bid

Mayor Musselwhite stated that the City has received bids for sanitation but have not had an opportunity to get everyone together into the same room to review them. Mayor Musselwhite informed the Board that a meeting is scheduled for the upcoming Friday to look over all of the bids and they will then have a recommendation for the Board.

PERSONNEL DOCKET

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Personnel
Docket

February 6,
2024

New Hire	Department	Position Title	Start Date	Rate of Pay
Eddie Coleman	Planning	LE Certified Code Enforcement Officer	TBD	\$24.04

Promotions	Current Position Title	New Position Title	Effective Date	Rate of Pay
James Scott Jr.	Sergeant	Lieutenant	2/12/2024	\$33.95
Evan Doss	Laborer I	Laborer II	2/21/2024	\$16.45
Charles Moore	Laborer I	Laborer II	2/21/2024	\$16.45
Cameron Waddell	Laborer I	Laborer II	2/21/2024	\$16.45
Jordan Pogue	Laborer II	Supervisor	2/21/2024	\$18.58

Reclass	Current Position Title	New Position Title	Effective Date	Rate of Pay
Michael Houston	Locator II	Assistant WP Operator	02/12/2024	\$18.00

Stipend	Department	Stipend Type	Effective Date	Rate
Ashton Berryhill	Fire	Haz-Mat	2/2/2024	\$600 annually

Resignations/Terminations	Department	Current Position Title	Effective Date	Rate of Pay
Christopher Parbs	Fire	Fire Fighter 3	2/18/2024	\$18.80
Candance Tillman	Fire	EMS Driver	1/23/2024	\$17.15
Christopher Robertson	Police	Lieutenant	1/26/2024	\$33.95
Macon Moore	Police	Chief of Police	1/30/2024	\$115,000 annually

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Velon Marshall	Police	Police Officer 4	1/31/202 4	\$30.13
Robert Riggs	Police	Major	1/31/202 4	\$41.49

Parks Resignations/Term inations	Position Title	Term Date	Rate of Pay
Natalie Bloodworth	Cash Control	2/7/2024	\$12.25
Keiton Clinton	Concession	2/7/2024	\$9.50
Anna M Cross	Concession	2/7/2024	\$9.50
Mason Davis	Concession	2/7/2024	\$9.50
Alinda Hannigan	Concession	2/7/2024	\$9.50
Christian Hughes	Concession	2/7/2024	\$9.50
Delailah Mahfood	Concession	2/7/2024	\$9.50
Jacob Pegram	Concession	2/7/2024	\$9.50
Noah Poston	Concession	2/7/2024	\$9.50
Aaron Rodriguez	Concession	2/7/2024	\$9.50
Star Taylor	Concession	2/7/2024	\$9.50
Addyson Terry	Concession	2/7/2024	\$9.50
William Travillo	Concession	2/7/2024	\$9.50
Charlie Verucchi Jackson	Concession	2/7/2024	\$9.50
Whittington	Concession	2/7/2024	\$9.50
Keira Williams	Concession	2/7/2024	\$9.50
Michaela Bellows	Front Desk	2/7/2024	\$9.50
Noah Gascon	Front Desk	2/7/2024	\$9.50
Seth Gascon	Front Desk	2/7/2024	\$9.50
Alyssa Harville	Front Desk	2/7/2024	\$9.50
Tamyra Higgenbottom	Front Desk	2/7/2024	\$9.50
Ashlyn Aldridge	Gates	2/7/2024	\$9.75
Samuel McKnight	Gates	2/7/2024	\$9.75
Nicole Moslow	Gates	2/7/2024	\$9.75
Maddison Ridgway	Gates	2/7/2024	\$9.75
Phil R Stacy	Gates	2/7/2024	\$9.75
Amy Tice	Gates	2/7/2024	\$9.75
Hope Tilly	Gates	2/7/2024	\$9.75
Anna G Waldrip	Gates	2/7/2024	\$9.75
Tamari McAllister	Gates	2/7/2024	\$9.75
Sydney Berry	Gift Shop	2/7/2024	\$9.50
Jayda Scott	Gift Shop	2/7/2024	\$9.50
Audrey Tabor	Gift Shop	2/7/2024	\$9.50
Lundyn Wilson	Gift Shop	2/7/2024	\$9.50
Parker Jones	Turf Tech	2/7/2024	\$9.50
Lilly SB Moore	Turf Tech	2/7/2024	\$9.50
Damien Thomas	Turf Tech	2/7/2024	\$9.50

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Alderman Payne made the motion to approve the Personnel Docket of February 6, 2024 as presented to this Board. 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 6th day of February, 2024.

CITY ATTORNEY'S LEGAL UPDATE

No Legal Update

UTILITY BILL ADJUSTMENT DOCKET

UTILITIES BILL LEAK ADJUSTMENT DOCKET 02/06/2024					
The addresses below experienced unforeseen circumstances in their utilities for which no benefit was received.					
1	RESIDENTIAL	LARRY JOHNSON	318	CLARINGTON	(304.20) TOILET LEAK
2	COMMERCIAL	SIEMENS	101	AIRPORT INDUSTRIAL DR	(2523.82) TOILET LEAK
3	RESIDENTIAL	BOBBY GREEN	1252	TOWN & COUNTRY	(158.78) TOILET LEAK
4	RESIDENTIAL	AMERICAN HOMES 4 RENT	422	WOODSMOKE	(444.60) LEAK ON SERVICE LINE
5	RESIDENTIAL	MICHELLE MITCHELL	7966	CHESTERFIELD	(76.05) HOT WATER TANK BUSTED
6	RESIDENTIAL	DEBRA THARP	4308	PINEHURST BLVD	(76.05) LEAK ON SERVICE LINE
7	RESIDENTIAL	KEVIN WEBB	800	ROCKBRIDGE CV	(485.55) TOILET LEAK
8	RESIDENTIAL	SOPATH SIENG	2019	HEATHER RIDGE	(345.15) LEAK ON SERVICE LINE
9	RESIDENTIAL	BRUCE MITCHELL	3560	SHADY OAKS DR	(58.50) LEAK ON LINE UNDER HOUSE
10	RESIDENTIAL	SANDRA DOVE	5846	FREDRICK DR.	(280.80) LEAK ON SERVICE LINE
11	RESIDENTIAL	TOYA MCCracken	4311	VINEYARD CV	(64.35) TOILET LEAK
TOTAL				(4817.85)	

Alderman Payne made the motion to approve the Utility Bill Adjustment Docket of February 6, 2024 in the amount of \$4817.85. Motion was seconded by Alderman Jerome.

Roll call was as follows:

ALDERMAN	VOTED
Alderman Jerome	YES
Alderman Kelly	YES
Alderman Hoots	YES
Alderman Payne	YES
Alderman Gallagher	YES

Minutes, City of Southaven, Southaven, Mississippi

Alderman Wheeler	YES
Alderman Flores	YES

Having received a majority of affirmative votes, Mayor Musselwhite declared that the motion was carried on the 6th day of February, 2024.

CLAIMS DOCKET

A motion was made by Alderman Payne to approve the Claims Docket of February 6, 2024 in the amount of \$2,261,494.78. Motion was seconded by Alderman Hoots.

Excluding voucher numbers:
414283, 413964, 413893, 413832, 413718, 413544, 413543, 413542, 413541

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 6th day of February, 2024.

SPECIAL CLAIMS DOCKET

Alderman Hoots recused himself and left the room.

Alderman Payne made the motion to approve the Special Claims Docket of February 6, 2024 in the amount of \$19,347.41. Motion was seconded by Alderman Flores.

Roll call was as follows:

ALDERMAN	VOTED
Alderman Jerome	YES
Alderman Kelly	YES
Alderman Hoots	RECUSED
Alderman Payne	YES
Alderman Gallagher	YES
Alderman Wheeler	YES
Alderman Flores	YES

Minutes, City of Southaven, Southaven, Mississippi

Having received a majority of affirmative votes, Mayor Musselwhite declared that the motion was carried and approved for payment on the 6th day of February, 2024.

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 Gallagher to adjourn. Motion was seconded by Alderman Hoots. Motion was put to a vote and passed unanimously February 6, 2024 at 6:55 p.m.

Darren Musselwhite,
Mayor

Andrea Mullen,
City Clerk
(Seal)

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