

Minutes, City of Southaven, Southaven, Mississippi



MEETING OF THE MAYOR AND BOARD OF ALDERMEN
SOUTHAVEN, MISSISSIPPI
CITY HALL
January 21, 2025
6:00 PM
AGENDA

1. Call To Order
2. Invocation
3. Pledge Of Allegiance
4. Approval of Minutes: January 7, 2025
5. Agreements with Comcast
6. Contract Amendment with Tyler Technologies
7. Resolution for Real, Personal, and Free Port Tax Exemption for Simflo, LLC
8. SPD Contract with FBI
9. Resolution for Budget Amendments
10. MCWI Project and Parks Task Orders
11. Planning Agenda
12. Mayor's Report
13. Personnel Docket
14. City Attorney's Legal Update
15. Utilities Billing Leak Adjustment Docket
16. Claims Docket
17. Executive Session: Litigation, Claims, and Potential Litigation involving SFD, SPD, and City Infrastructure; Economic Development (Industry or Business Possible Location 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 January 21, 2025
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 21st January, 2025 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
Joel Gallagher	Alderman, Ward 4
John David Wheeler	Alderman, Ward 5
Raymond Flores	Alderman, Ward 6

Absent were:

William Jerome	Alderman, Ward 3
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Also present were Mayor Musselwhite, Ashley Ford, Assistant 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 Regular Meeting of January 7, 2025 with any corrections, deletions, or additions necessary. Motion was seconded by Alderman Payne. Motion was put to a vote and passed unanimously.

AGREEMENTS WITH COMCAST

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

Mr. Manley stated that there are three (3) agreements with Comcast, two (2) are for the Southaven Fire Station Number 5 and one (1) for the Southaven Police Station East Precinct. The fire station agreements are for the internet and phone and the cost for the internet is \$900 per month for five (5) years and \$164.85 per month for three (3) years for phone. The agreement at the east precinct is for two (2) years for phone in the amount of \$239.95 per month, as Comcast informed the City that the lines should have been quoted and installed as mobility lines instead of basic lines, since there are multiple phone lines at this location, mobility lines give the option for calls to rollover and basic lines do not. Alderman Gallagher made the motion to authorize Chief Vickers and Chief Scallions to sign the contracts associated with their departments. Motion was seconded by Alderman Wheeler.

Roll call was as follows:

ALDERMAN

VOTED

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Alderman Kelly	YES
Alderman Hoots	YES
Alderman Jerome	ABSENT
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 21st day of January, 2025.

A copy of the contracts are attached and fully incorporated into these minutes.

CONTRACT AMENDMENT WITH TYLER TECHNOLOGIES

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

Mr. Manley stated that this contract amendment to the Tyler contract removes eight (8) units of PCI hardware maintenance fees as the City Utility Department is no longer using the Tyler Cashiering Equipment. Alderman Flores made the motion to authorize Michael Norris to sign the contract. Motion was seconded by Alderman Payne.

Roll call was as follows:

ALDERMAN	VOTED
Alderman Kelly	YES
Alderman Hoots	YES
Alderman Jerome	ABSENT
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 21st day of January, 2025.

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

RESOLUTION FOR REAL, PERSONAL, AND FREE PORT TAX EXEMPTION FOR SIMFLO, LLC

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

Mr. Manley stated that Simflo has applied for an exemption for a period of ten (10) years for real property in the amount of \$3,000,000.00 and for a period of ten (10) years for personal property in the amount of \$638,980.00 beginning on the 1st day of January, 2025. In addition, the application

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includes a request for a free port warehouse exemption. The Desoto Econ. Council Tax Committee has reviewed and has recommended approval to Desoto County Board of Supervisors and City. After hearing from Mr. Manley, the Board of Alderman considered the following resolution:

**RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN
OF THE CITY OF SOUTHAVEN, MISSISSIPPI TO AMEND FY 2025 BUDGET**

The Mayor and Board of Aldermen of the City of Southaven, Mississippi (the "City"), considered the matter of amending the 2025 City Budget.

WHEREAS, pursuant to Miss. Code 21-35-25, the City desires to amend its FY 25 Budget by doing the following:

- a. Transferring funds from the FY24 public works budget to FY25 for a trailer, as further set forth in Exhibit A;
- b. Transferring funds from the FY24 Fire budget to FY25 for turnout gear, as further set forth in Exhibit B;
- c. Transferring funds from the FY24 facilities renovation budget to FY25 for completion of the animal shelter, as further set forth in Exhibit C.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

- 1. The City Board approves the budget amendment amending the FY 25 budget as described above and further set forth in Exhibits A, B, and C.
- 2. The City Clerk is authorized to publish Exhibit C 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.
- 3. The Mayor or his 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 Hoots 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: ABSENT
Alderman Kristian Kelly	voted: YES
Alderman Charlie Hoots	voted: YES
Alderman George Payne	voted: YES
Alderman Joel Gallagher	voted: YES
Alderman John Wheeler	voted: YES
Alderman Raymond Flores	voted: YES

RESOLVED AND DONE, this the 21st day of January, 2025.

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

SPD CONTRACT WITH FBI

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

Mr. Manley stated that currently, the Federal Bureau of Investigation (FBI) receives authority to pay overtime for police officers assigned to the formalized North Mississippi Safe Streets Task Force (NMSSTF) for expenses necessary for detection, investigation, and prosecution of crimes against the United States. This contract will authorize the FBI, subject to availability of required funding, to reimburse for overtime payments made to officers assigned to and working full time on NMSSTF related matters. Alderman Hoots made the motion to authorize Chief Brent Vickers to sign the contract. Motion was seconded by Alderman Payne.

Roll call was as follows:

ALDERMAN	VOTED
Alderman Kelly	YES
Alderman Hoots	YES
Alderman Jerome	ABSENT
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 21st day of January, 2025.

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

RESOLUTION FOR BUDGET AMENDMENTS

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

Mr. Manley stated that this resolution will authorize the amending of the FY25 budget as set forth in three different exhibits by authorizing transfer of funds from FY 24 to FY 25 for public works budget to purchase a trailer, for SFD for turnout gear, and facilities renovation budget to complete the animal shelter. The animal shelter budget amendment exhibit will need to be advertised as the amendment alters the department’s budget by 10% or more. After hearing from Mr. Manley, the Board of Aldermen considered the following resolution:

**RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN
OF THE CITY OF SOUTHAVEN, MISSISSIPPI TO AMEND FY 2025 BUDGET**

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The Mayor and Board of Aldermen of the City of Southaven, Mississippi (the “City”), considered the matter of amending the 2025 City Budget.

WHEREAS, pursuant to Miss. Code 21-35-25, the City desires to amend its FY 25 Budget by doing the following:

- d. Transferring funds from the FY24 public works budget to FY25 for a trailer, as further set forth in Exhibit A;
- e. Transferring funds from the FY24 Fire budget to FY25 for turnout gear, as further set forth in Exhibit B;
- f. Transferring funds from the FY24 facilities renovation budget to FY25 for completion of the animal shelter, as further set forth in Exhibit C.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

- 4. The City Board approves the budget amendment amending the FY 25 budget as described above and further set forth in Exhibits A, B, and C.
- 5. The City Clerk is authorized to publish Exhibit C 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.
- 6. The Mayor or his 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 Hoots 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: ABSENT
Alderman Kristian Kelly	voted: YES
Alderman Charlie Hoots	voted: YES
Alderman George Payne	voted: YES
Alderman Joel Gallagher	voted: YES
Alderman John Wheeler	voted: YES
Alderman Raymond Flores	voted: YES

RESOLVED AND DONE, this the 21st day of January, 2025.

A copy of the budget amendments are attached and fully incorporated into these minutes.

MCWI PROJECT AND PARKS TASK ORDERS

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

Mr. Cordell stated that these task orders are for the engineering services for the MCWI Projects, Johns Creek Culvert Replacement and Elevated Storage

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Tank, along with the City Parks Field of Dreams Resurfacing Project. The work Civil Link Master Contract requires that each task performed by Civil Link, which exceeds \$5,000, requires a task order; thus, the reasoning for the three (3) separate task orders. The Johns Creek Box Culvert task order is in the amount of \$315,000.00; the Elevated Storage Tank is in the amount of \$370,000.00; and the Field of Dreams is in the amount of \$50,000.00. The task orders include engineering, design, bidding, construction engineering, and inspection. All task order are based on an hourly not to exceed amount.

Johns Creek Box Culvert Task Order

Alderman Flores made the motion to authorize Civil Link to proceed with Design CE&I Services and authorize Mayor Musselwhite to sign the task order. Motion was seconded by Alderman Wheeler.

Roll call was as follows:

ALDERMAN	VOTED
Alderman Kelly	YES
Alderman Hoots	YES
Alderman Jerome	ABSENT
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 21st day of January, 2025.

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

Elevated Storage Tank Task Order

Alderman Flores made the motion to authorize Civil Link to proceed with Design CE&I Services and Mayor Musselwhite to sign the task order. Motion was seconded by Alderman Payne.

Roll call was as follows:

ALDERMAN	VOTED
Alderman Kelly	YES
Alderman Hoots	YES
Alderman Jerome	ABSENT
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 21st day of January, 2025.

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

Field of Dreams Task Order

Alderman Gallagher made the motion to authorize Civil Link to proceed with Design CE&I Services and authorize Mayor Musselwhite to sign the task order. Motion was seconded by Alderman Wheeler.

Roll call was as follows:

ALDERMAN	VOTED
Alderman Kelly	YES
Alderman Hoots	YES
Alderman Jerome	ABSENT
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 21st day of January, 2025.

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

PLANNING AGENDA

No Planning Agenda

MAYOR’S REPORT

Mayor Musselwhite stated that last week he and board members attended the MML conference in Jackson. The lobbyist for DCRUA scheduled meetings with legislators regarding the City of Memphis sewer issue that will impact everyone in Desoto County. Mayor Musselwhite stated that he met with the Lieutenant Governor, Speaker of the House, Chairman of the Finance Committee, Chairman of the House Ways and Means Committee, and the MDEQ Director. All parties understood the issues and made commitments to help. Mayor Musselwhite stated that he received a call the following day from our lobbyist reporting that during hearings in Washington, Senator Wicker had discussions with the new proposed EPA Director about the sewer issue. It was reported that Senator Wicker asked the new proposed EPA Director for his support and he pledged to help.

PERSONNEL DOCKET

Personnel Docket

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2025

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New Hire	Department	Position Title	Start Date	Rate of Pay
Harrison Brown	Police	Patrol Officer 1	01/27/2025	\$26.77
Brent Green	Police	Patrol Officer 4	02/10/2025	\$31.03
Ethan King	Police	Patrol Officer 1	01/27/2025	\$26.77
Matthew Thorne	Police	Patrol Officer 4	02/10/2025	\$31.03
Zaelon Washington	Police	Patrol Officer 1	01/27/2025	\$26.77
Mary J. Ogden	Police	PT Crossing Guard	1/22/2025	\$13.27

Promotion/Reclass	Department	Position Title	Effective Date	Rate of Pay
Lauren Perrigo	Police	Patrol Officer 2	01/21/2025	\$27.86
Caden Purvis	Police	Patrol Officer 2	01/21/2025	\$27.86

Recinded Resignation	Department	Position Title	Recind Date	Rate of Pay
Tiernan O'Donovan	Fire	Paramedic	12/27/2024	\$24.87

ReHire	Department	Position Title	Start Date	Rate of Pay
Patrick Mastro	Fire	FFII/Medic	TBD	\$19.87

Stipend	Department	Stipend	Effective Date	Stipend Rate Annually
Cameron Lockridge	Fire	EMT	1/17/2025	\$600
Justin Parker	Fire	EMT	10/1/2025	\$600

Oath of Office
Court
Joseph Neyman

Resignations/Terminations	Department	Current Position Title	Effective Date	Rate of Pay
Kobe Taylor	Utility	Locator	1/13/2025	\$16.75
Charles McClain	Police	Police Officer 4	1/9/2025	\$31.03
Patricia Prescott	Police	Police Officer 2	1/20/2025	\$27.86
LaTonya Oliver	Emergency Communications	Dispatch I	1/16/2025	\$23.44

Alderman Payne made the motion to approve the Personnel Docket of January 21, 2025 as presented to this Board. Motion was seconded by Alderman Hoots.

Roll call was as follows:

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ALDERMAN	VOTED
Alderman Kelly	YES
Alderman Hoots	YES
Alderman Jerome	ABSENT
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 21st day of January, 2025.

CITY ATTORNEY’S LEGAL UPDATE

Mr. Manley stated that this agreement is for an inventory software agreement that will be an addition to an existing agreement with training software. The Fire Department currently has an annual agreement for training software, with Vector Solutions and this will be inventory software with the same company. Alderman Flores made the motion to authorize Chief Scallions to sign the contact with Vector Solutions. Motion was seconded by Alderman Kelly.

Roll call was as follows:

ALDERMAN	VOTED
Alderman Kelly	YES
Alderman Hoots	YES
Alderman Jerome	ABSENT
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 21st day of January, 2025.

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

UTILITY BILL ADJUSTMENT DOCKET

**UTILITIES BILL LEAK ADJUSTMENT
DOCKET 12/17/2024**

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

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1	RESIDE NTIAL	LATRICE WOODS	3965	SHAE PIERCE DR	(164.60)	TOILET LEAK
2	RESIDE NTIAL	MICHAEL ALBIN	4485	GLENLEIGH	(11.84)	POOL ADJUST MENT
3	RESIDE NTIAL	RODERICK PINKINS	885	TRAFALGAR	(106.56)	POOL ADJUST MENT
4	RESIDE NTIAL	CLOVESE WHITE BOYD	370	FLOWER GARDEN DR	(81.90)	LEAK BEHIND WASHIN G MACHIN E
5	RESIDE NTIAL	CARRISHIKA DAVIS	8125	WHITEHEAD	(271.69)	TOILET LEAK
6	COMM ERCIAL	TAMMY BREWER	2150	STATELINE	(607.72)	LEAK UNDER PARKIN G LOT
7	RESIDE NTIAL	KIMBERLY COLLINS	3777	PAVILLION CR	(286.65)	TOILET LEAK
8	RESIDE NTIAL	BEN MURPHY	4325	SWINNEA RD	(953.55)	LEAK ON SERVICE LINE
9	RESIDE NTIAL	NICOLE MIMES	330	ALEX CV	(274.95)	TOILET LEAK
10	RESIDE NTIAL	PATRICIA SCOTT	8185	BOONEVILLE DR	(93.60)	TOILET LEAK
11	RESIDE NTIAL	PAUL WARDLAW	8080	TCHULAHOMA RD	(664.28)	LEAK ON SERVICE LINE
12	RESIDE NTIAL	CECIL BING	3161	STATELINE RD	(35.10)	TOILET LEAK
13	RESIDE NTIAL	DANISE BROWN	4426	EVELYN LN	(573.30)	TOILET LEAKS
14	RESIDE NTIAL	MICHAEL DANIEL	6939	SHERWOOD CV	(70.20)	LEAK ON SERVICE LINE
15	RESIDE NTIAL	LUTHER CAPERS	9050	TCHULAHOMA RD	(34.68)	TOILET LEAK
16	RESIDE NTIAL	RYAN GILL	3274	JOHN MICHAEL	(222.30)	TOILET LEAK
17	RESIDE NTIAL	ROXANE WILLIAMS	2024	CRESTHILL DR N	(228.10)	LEAK ON VALVE IN

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						SHOWE R
					(4681.02)	

Alderman Payne made the motion to approve the Utility Bill Adjustment Docket of January 21, 2025 in the amount of \$4,681.02. Motion was seconded by Alderman Flores.

Roll call was as follows:	
ALDERMAN	VOTED
Alderman Kelly	YES
Alderman Hoots	YES
Alderman Jerome	ABSENT
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 21st day of January , 2025.

CLAIMS DOCKET

A motion was made by Alderman Payne to approve the Claims Docket of January 21, 2025 in the amount of \$4,112,383.71. Motion was seconded by Alderman Flores.

Excluding voucher numbers:

Roll call was as follows:	
ALDERMAN	VOTED
Alderman Kelly	YES
Alderman Hoots	YES
Alderman Jerome	ABSENT
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 21st day of January, 2025.

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EXECUTIVE SESSION

A copy of the Executive Session minutes are maintained buy 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 Wheeler. Motion was put to a vote and passed unanimously January 21, 2025 at 6:50 p.m.

Darren Musselwhite,
Mayor

Andrea Mullen,
City Clerk
(Seal)

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