

# Minutes, City of Southaven, Southaven, Mississippi



**MEETING OF THE MAYOR AND BOARD OF ALDERMEN  
SOUTHAVEN, MISSISSIPPI  
CITY HALL  
April 1, 2025  
6:00 PM  
AGENDA**

1. **Call To Order**
2. **Invocation**
3. **Pledge Of Allegiance**
4. **Approval of Minutes: March 18, 2025**
5. **Award of Bid for Expansion of Animal Shelter**
6. **Agreement with Southport Marketing**
7. **Award of Utilities Equipment Bids**
8. **Planning Agenda**
9. **Mayor's Report**
10. **Donation Docket**
11. **Personnel Docket**
12. **City Attorney's Legal Update**
13. **Utilities Billing Leak Adjustment Docket**
14. **Claims Docket**
15. **Executive Session**

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

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# Minutes, City of Southaven, Southaven, Mississippi

## MINUTES OF THE REGULAR MEETING OF April 1, 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 1<sup>st</sup> April, 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
William Jerome	Alderman, Ward 3
Joel Gallagher	Alderman, Ward 4
Raymond Flores	Alderman, Ward 6

Absent were:

John David Wheeler	Alderman, Ward 5
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Also present were Mayor Musselwhite, Andrea Mullen, City Clerk, and Nick Manley, City Attorney. Approximately forty (40) 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 Jerome to approve the Minutes of the Regular Meeting of March 18, 2025 with any corrections, deletions, or additions necessary. Motion was seconded by Alderman Hoots. Motion was put to a vote and passed unanimously.

### **AWARD OF BID FOR EXPANSION OF ANIMAL SHELTER**

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

Mr. Manley stated that the City recently received the bids for the animal shelter and the lowest and best bid as noted by Urban Arch, City's Architect for the project, is Walker General Contractors in the amount of \$298,830.00. Alderman Flores made the motion to award the bid to Walker General Contractors, the lowest and best bidder, in the amount of \$298,830.00 and authorized Mayor Musselwhite to sign all documents associated with the project. Motion was seconded by Alderman Gallagher.

Roll call was as follows:

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

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Alderman Gallagher	YES
Alderman Wheeler	ABSENT
Alderman Flores	YES

Having received a majority of affirmative votes, Mayor Musselwhite declared that the motion was carried on the 1<sup>st</sup> day of April, 2025.

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

## **AGREEMENT WITH SOUTHPORT MARKETING**

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

Mr. Manley stated that pursuant to the City's authority in Senate Bill 2924, Local and Private Legislation (Regular Session 2013), this agreement sets forth the sponsorship terms whereby Southport will be a Springfest Sponsor in the amount of \$5,000. As a sponsor of the Event, LMA will receive the following promotional benefits as provided by the Promoter:

1. One (1) 40'x40' display space for a 10'x10' tent and two to three vehicles (Lot 59) at the Southaven Springfest (6450 Getwell RD, Southaven, MS 38672). With access to edison style 110v electricity.
2. LMA logo inclusion on advertising, signage and website.
3. Six (6) admission passes.
4. Three (3) Parking passes.
5. Six (6) Springfest T-Shirts.

Alderman Kelly made the motion to authorize Kristi Faulkner 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	YES
Alderman Payne	YES
Alderman Gallagher	YES
Alderman Wheeler	ABSENT
Alderman Flores	YES

Having received a majority of affirmative votes, Mayor Musselwhite declared that the motion was carried on the 1<sup>st</sup> day of April, 2025.

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

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## AWARD OF UTILITIES EQUIPMENT BIDS

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

Mr. Manley stated that the City recently received bids for a mini excavator and compact loader. The lowest and best bid for a mini excavator was a JCB Model 86-C Mini-Excavator in the amount of \$98,000.00 from Briggs Equipment Company and lowest and best bid for the compact loader was for a Bobcat Model T-86 Compact Loader (skid steer) in the amount of \$99,895.00 from Williams Equipment Company. Alderman Flores made the motion to accept the lowest and best bid from Briggs Equipment in the amount of \$98,000.00 and from Williams Equipment Company in the amount of \$99,895.00. Motion was seconded by Alderman Hoots.

Roll call was as follows:

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

Having received a majority of affirmative votes, Mayor Musselwhite declared that the motion was carried on the 1<sup>st</sup> day of April, 2025.

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

## PLANNING AGENDA

No Planning Agenda

## MAYOR'S REPORT

No Mayor's Report

## DONATION DOCKET

Alderman Payne made the motion to approve the Donation Docket of April 1, 2025 as presented to this Board. Motion was seconded by Alderman Hoots.

DONATION DOCKET 04/01/2025					
Date of Donation	Donation Item	Money Donation	Person / Entity Making Donation	Department	Budget Code

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3/17/2025	Check # 1023	\$500.00	GHAVEN LLC	Police Department	
3/17/2025	Check # 1024	\$500.00	GHAVEN LLC	Fire Department	
Total		<b>\$1,000.00</b>			

Roll call was as follows:

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

Having received a majority of affirmative votes, Mayor Musselwhite declared that the motion was carried on the 1<sup>st</sup> day of April, 2025.

## PERSONNEL DOCKET

Alderman Payne made the motion to approve the Personnel Docket of April 1, 2025 as presented to this Board. Motion was seconded by Alderman Gallagher.

### Personnel Docket

April 1, 2025

New Hire	Department	Position Title	Start Date	Rate of Pay
Michael Holton	Parks	Seasonal	4/2/2025	\$12.00
Lee-Kathryn McIntosh	Parks	PT Front Desk	4/2/2025	\$9.50
Dexter Freeman	Parks	PT Turf Tech	4/2/2025	\$9.50
Christopher Brewer	Public Works	Grass Cutter/Laborer	TBD	\$16.75
Nicholas Cupples	Fire	Fire Fighter II	4/22/2025	\$19.22
Dale Wilmet	Fire	Fire Fighter II	TBD	\$19.22
Scott Tartavouille	Fire	Fire Fighter II	4/22/2025	\$19.22
Rodney Hodges	Utilities	Service Technician	4/2/2025	\$16.50

Correction - Rate of Pay	Department	Position Title	Incorrect	Correct
Tre'Shawn Brown	Parks	Seasonal	\$13.00	\$12.00

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Promotion	Current Position Title	New Position Title	Effective Date	Rate of Pay
Kevin Smorowski	IT Tech I	IT Tech II	4/1/2025	\$29.22
Josh Brake	IT Tech II	IT Tech III	4/1/2025	\$31.44
Kaleb Burns	IT Tech II	IT Tech III	4/1/2025	\$31.44
John Gregory	Police Officer 3	Police Officer 4	4/7/2025	\$31.03

Resignations/Terminations	Department	Current Position Title	Effective Date	Rate of Pay
Cedric Corbin	Public Works	Grass Cutter/Laborer	4/1/2025	\$16.75
David Crittenden	Facilities	HVAC Technician	4/1/2025	\$28.85
Brett Logazino	Police	Captain	4/16/2025	\$38.24
Nadine Clark	Fire	Paramedic	4/11/2025	\$24.87 \$115,000.
Andrea Glaude	DFA	Finance Director	4/11/2025	00
Edgar Loya Melendez	Facilities	General Construction Tech	4/4/2025	\$23.32

### Parks Tournaments

New Hire	Position Title	Start Date	Rate of Pay
Audra McLearn	Gates	4/2/2025	\$9.75
Kelley Nieberlein	Gates	4/2/2025	\$9.75
Jordan Warfield	Concessions	4/3/2025	\$9.50
Nate Wilburn	Concessions	4/4/2025	\$9.50

Roll call was as follows:

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

Having received a majority of affirmative votes, Mayor Musselwhite declared that the motion was carried on the 1<sup>st</sup> day of April, 2025.

### CITY ATTORNEY'S LEGAL UPDATE

Mr. Manley stated that the Board approved the appraisal the Southippi parcel (located on Goodman Road and the Parcel ID is 107930280 0000801), which was based on one appraised valued at \$65,700. However, there was an appraisal completed for the City, which was previously sent to Southippi, which was in the amount of \$82,250. The Southippi owners signed the

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easement based on the original appraisal of \$82,250.00 and authority is needed to pay the original appraised amount of \$82,250.00. Alderman Gallagher made the motion to approve the original appraisal offered in the amount of \$82,250.00. Motion was seconded by Alderman Payne.

Roll call was as follows:

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

Having received a majority of affirmative votes, Mayor Musselwhite declared that the motion was carried on the 1<sup>st</sup> day of April, 2025.

## UTILITY BILL ADJUSTMENT DOCKET

<div style="text-align: right;"> <b>UTILITIES BILL LEAK    Date:    04/01/25</b>  <b>ADJUSTMENT</b>  <b>DOCKET</b> </div>						
<p style="text-align: center;"><b>The addresses below experienced unforeseen circumstances in their utilities for which no benefit was received</b></p>						
Number	Property Type	Owner Name	Address #	Address	Amount	Description
1	RESIDENTIAL	CHESTER GROSS	1725	STATELINE RD E	(184.96)	SERVICE LINE LEAK
2	RESIDENTIAL	BRENDA STEWART	1759	FOREST CV	(374.40)	TOILET LEAK
3	RESIDENTIAL	TERESA SMITH	1042	BERKSHIRE	(76.05)	LEAK UNDER SLAB
4	RESIDENTIAL	C.W. GILLESPIE	5130	WILDWOOD DR	(70.20)	TOILET LEAK
5	RESIDENTIAL	MATTHEW STINE	1747	SCOUT CV	(284.31)	TOILE LEAK
6	RESIDENTIAL	MARX MCCLELLAN	3619	HENRY CV	(76.05)	SERVICE LINE LEAK
7	RESIDENTIAL	TREMAINE EPPENGER	1525	BENJAMIN HARRISON	(1012.05)	SERVICE LINE LEAK



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8	RESIDENTIAL	CLEATIS WEST	398	RASCO RD	(327.60)	TOILET LEAK
9	RESIDENTIAL	SOUTHCREST LAKE APTS-	195	ROSEMARY DR	(8541.00)	SERVICE LINE LEAK
10	RESIDENTIAL	CARYN WORD	6360	JANICE DR	(135.83)	SERVICE LINE LEAK
11	RESIDENTIAL	JASMINE JONES	7802	DAVIS PKWY	(76.05)	HOT WATER TANK LEAK
12	RESIDENTIAL	LINDA COHEN	5694	HUNTERS CHASE DR	(46.80)	LEAK UNDER SLAB
13	RESIDENTIAL	MARLOWE JONES	1895	CENTRAL RIDGE	(432.90)	SERVICE LINE LEAK
14	RESIDENTIAL	RYAN POLING	4117	SWINNEA RD	(52.02)	SERVICE LINE LEAK
15	RESIDENTIAL	SOUTHPOINT CHURCH	2010	STATELINE RD W	(2810.31)	SERVICE LINE LEAK
16	RESIDENTIAL	MITCHELL CLINTON	1411	STONEHEDGE	(46.80)	TOILET LEAK
17						
18						
<b>Total</b>					<b>(14,547.33)</b>	

Alderman Payne made the motion to approve the Utility Bill Adjustment Docket of April 1, 2025 in the amount of \$14,547.33. Motion was seconded by Alderman Hoots.

Roll call was as follows:

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

Having received a majority of affirmative votes, Mayor Musselwhite declared that the motion was carried on the 1<sup>st</sup> day of April , 2025.

### **CLAIMS DOCKET**

A motion was made by Alderman Payne to approve the Claims Docket of April 1, 2025 in the amount of \$1,805,674.64. Motion was seconded by Alderman Kelly.

### **Excluding voucher numbers:**

437123, 437141, 437142, 437143, 437150, 437151, 437152, 437153, 437154, 437155, 437156, 437158, 437159, 437160, 437161, 437162,

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437195, 437196, 437229, 437253, 437357, 437402, 437405, 437406, 437407, 437408, 437409, 437410, 437412, 437415, 437417, 437418, 437534, 437594, 437601, 437606, 437697, 437698, 437699, 437837, 437838, 437862, 437895, 437898, 437926, 437943, 437975, 437976, 437977, 437978, 437979, 437980, 437981, 437982, 437983, 437984, 437985, 437986, 437987, 437988, 437989, 437990, 437991, 437992, 437993, 437994, 437995, 437996, 437997, 437998, 437999, 438000, 438001, 438002, 438003, 438004, 438005, 438006, 438007, 438008, 438009, 438010, 438011, 438012, 438013, 438014, 438016, 438017, 438018, 438019, 438020, 438021, 438022, 438023, 438024, 438025, 438026, 438027, 438028, 438029, 438030, 438031, 438032, 438033, 438034, 438035, 438036, 438037, 438038, 438039, 438040, 438041, 438042, 438043, 438044, 438045, 438046, 438047, 438048, 438049, 438050, 438051, 438052, 438053, 438054, 438055, 438056, 438057, 438058, 438060, 438061, 438062, 438063, 438064, 438065, 438108

Roll call was as follows:

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

Having received a majority of affirmative votes, Mayor Musselwhite declared that the motion was carried and approved for payment on the 1<sup>st</sup> day of April, 2025.

## EXECUTIVE SESSION

No Executive Session

There being no further business to come before the Board of Aldermen, a motion was made by Alderman Flores to adjourn. Motion was seconded by Alderman Gallagher. Motion was put to a vote and passed unanimously April 1, 2025 at 6:10 p.m.

\_\_\_\_\_  
Darren Musselwhite,  
Mayor

\_\_\_\_\_  
Andrea Mullen,  
City Clerk  
(Seal)



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