

Minutes, City of Southaven, Southaven, Mississippi



MEETING OF THE MAYOR AND BOARD OF ALDERMEN
SOUTHAVEN, MISSISSIPPI
CITY HALL
September 4, 2018
6:00 p.m.
AGENDA

1. Call To Order
2. Invocation
3. Pledge Of Allegiance
4. Approval of Minutes: August 21, 2018
5. Appointment of Dink Upchurch for Ward 4 Planning Commissioner
6. Resolution for Taxi for Hire
7. Resolution Fixing the FY 2019 Ad Valorem Tax Levy and Establishing the Budget
8. Resolution Declaring Stormwater Week
9. Resolution to Clean Private Property
10. Planning Agenda
 - Item #1 Application by Lifestyle Communities for subdivision approval of Silo Square Commercial lot 3 on the west side of Getwell Road, south of Goodman Road.
 - Item #2 Application by Don Clarkson for subdivision approval to revise lot 8 of the Gill Subdivision, south of Church Road between Swinnea Road and Davis Road.
 - Item #3 Application by Crystal and Bobby Jones for subdivision approval for a one lot minor subdivision on the east side of Malone Road, north of Nail Road.
11. Mayor's Report
12. Citizen's Agenda
13. Personnel Docket
14. City Attorney's Legal Update
15. Claims Docket
16. Executive Session: Personnel in the Southaven Fire Department; Economic Development (Industry/Business Locating to City); Litigation/Claims against City

Any citizen wishing to comment on the above items may do so.
Items may be added to or omitted from this agenda as needed.

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MINUTES OF THE REGULAR MEETING OF September 4, 2018 OF THE MAYOR AND BOARD OF ALDERMEN OF THE CITY OF SOUTHAVEN, MISSISSIPPI

BE IT REMEMBERED that the Mayor and Board of Aldermen of the City of Southaven, Mississippi met in Regular Session on the 4th day of September, 2018 at six o'clock (6:00) p.m. at City Hall.

Present were:

William Brooks	Alderman At Large
Kristian Kelly	Alderman, Ward 1
Charlie Hoots	Alderman, Ward 2
George Payne (By Teleconference)	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, Pam Pyle, Deputy 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 Kelly. Next, a motion was made by Alderman Brooks to approve the minutes of the regular meeting of August 21, 2018 with any corrections, deletions, or additions necessary. Motion was seconded by Alderman Kelly. Motion was put to a vote and passed unanimously.

APPOINTMENT OF DINK UPCHURCH FOR WARD 4 PLANNING COMMISSIONER

Alderman Gallagher made the motion to appoint Dink Upchurch as Ward 4, Planning Commissioner. Motion was seconded by Alderman Wheeler.

Roll call was as follows:

ALDERMAN	VOTED
Alderman Brooks	YES
Alderman Kelly	YES
Alderman Hoots	YES
Alderman Payne (By Teleconference)	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 on the 4th day of September, 2018.

RESOLUTION FOR TAXI FOR HIRE

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

Mr. Manley stated that this resolution will authorize Samantha Ayers, on behalf of Kidz Kabby, LLC, to obtain a permit for a vehicle for hire, contingent upon Ayers providing the required certificate of insurance to the City Clerk's Office. After hearing from Mr. Manley, the Board of Alderman considered the following resolution:

RESOLUTION OF CITY OF SOUTHAVEN BOARD OF ALDERMAN FOR KIDZ KABBY, LLC FOR MOTOR VEHICLE FOR HIRE

WHEREAS, pursuant to Mississippi Code Section 21-27-131, application was made to the City of Southaven ("City") by Samantha Ayers, on behalf of Kidz Kabby, LLC for a permit to operate a motor vehicle for hire; and

WHEREAS, the City has reviewed the application of Samantha Ayers, on behalf of Kidz Kabby, LLC; and

NOW THEREFORE, be it resolved as follows:

1. The City hereby grants to Samantha Ayers, on behalf of Kidz Kabby, LLC, a permit to operate a motor vehicle for hire contingent upon Samantha Ayers providing the required certificate of insurance to the City Clerk as set forth in Mississippi Code Section 21-27-133.

2. Pursuant to Mississippi Code 21-27-139, Samantha Ayers shall register the vehicles with the City Clerk in the name of the owner, with the number of motor, and number of license tag for that year. The clerk shall keep said registration in a book kept for that purpose and give a number to such vehicle, which the owner shall cause to be painted or stenciled on two sides of the said vehicle.

3. The Mayor, City Clerk or their designee are authorized to execute any and all documents required in order to 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 Brooks	voted: YES
Alderman Kristian Kelly	voted: YES
Alderman Charlie Hoots	voted: YES
Alderman George Payne	voted: YES
Alderman Joel Gallagher	voted: YES
Alderman John David Wheeler	voted: YES
Alderman Raymond Flores	voted: YES

RESOLVED AND DONE, this 4th day of September, 2018.

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RESOLUTION FIXING THE FY 2019 AD VALOREM TAX LEVY AND ESTABLISHING THE BUDGET

This resolution sets the ad valorem tax on real and personal property and establishes the budget for FY 19. The Board of Alderman considered the following resolution:

RESOLUTION FIXING THE AD VALOREM TAX LEVY ON REAL AND PERSONAL PROPERTY FOR TAXES AND ESTABLISHING THE BUDGET

**Appropriations and Expenditures for the Fiscal Year 2018-2019
FOR THE CITY OF SOUTHAVEN, MISSISSIPPI**

**BE IT RESOLVED BY THE MAYOR AND BOARD OF ALDERMEN OF
THE
CITY OF SOUTHAVEN, MISSISSIPPI**

SECTION 1. That for the Fiscal Year beginning October 1, 2018, there shall be and there is hereby levied on all taxable property, Real and Personal, within the corporate limits of the City of Southaven, Mississippi for Ad Valorem taxes for municipal purposes as indicated, the following levies to be collected upon each dollar of assessed value as shown upon the Real and Personal Ad Valorem assessment rolls of the City of Southaven as to such property within the city limits, to-wit:

**FOR GENERAL REVENUE PURPOSES:
THIRTY-ONE POINT FORTY THREE (31.43) MILLS
SECTION 27-39-307 AND 83-3-37 PARAGRAPH 5 OF THE
MISSISSIPPI CODE
OF 1972**

**FOR DEBT RETIREMENT OF GENERAL OBLIGATION
BONDS:
TWELVE POINT THREE ZERO (12.30) MILLS
SECTION 21-33-45 OF THE MISSISSIPPI CODE OF 1972**

**TOTAL FOR SAID MUNICIPAL PURPOSES:
FORTY-THREE POINT SEVENTY THREE (43.73) MILLS**

**FOR PARKS AND LIBRARY DEBT MILLAGE APPLIED TO
EXEMPT BUSINESS AS PER AD VALOREM TAX
ABATEMENT PURPOSES:
TWENTY-THREE POINT SIX EIGHT (23.68) MILLS
SECTION 27-39-329 OF THE MISSISSIPPI CODE OF 1972**

WHEREAS, the Mayor and the Board of Aldermen of the City of Southaven, Mississippi, wish to prepare and publish a summarized budget of the municipal revenues and expense estimated for the fiscal year 2018-2019; and

WHEREAS, the budget herein shall be for the period beginning from October 1, 2018 and ending September 30, 2019; and

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WHEREAS, the "Municipal Budget Law" of the State of Mississippi provides that said budget shall be adopted and approved as finally determined by governing authorities being the Mayor and Board of Aldermen of the City of Southaven, Mississippi; now therefore,

BE IT RESOLVED BY THE MAYOR AND BOARD OF ALDERMEN OF THE CITY OF SOUTHAVEN, DESOTO COUNTY, MISSISSIPPI, AS FOLLOWS:

Fund Description	FYE 9/30/2019
GENERAL FUND	
REVENUE	
	\$
GENERAL PROPERTY TAXES	(21,100,000)
LICENSES & PERMITS	(671,000)
INTERGOVERNMENTAL	(15,483,000)
CHARGES FOR SERVICES	(3,813,000)
FINES	(2,675,000)
FRANCHISE TAXES	(1,1713,000)
OTHER	<u>(725,000)</u>
	\$
TOTAL REVENUE	(46,180,000)
EXPENDITURES	
GENERAL GOVERNMENT	
PERSONNEL SERVICES	5,259,825
SUPPLIES	150,500
OTHER SERVICES & CHARGES	<u>8,422,775</u>
TOTAL GENERAL GOVERNMENT	13,833,100
PUBLIC SAFETY	
POLICE	
PERSONNEL SERVICES	10,000,700
SUPPLIES	369,000
OTHER SERVICES & CHARGES	<u>1,043,000</u>
TOTAL POLI CE	11,412,700

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FIRE

PERSONNEL SERVICES	9,574,200
SUPPLIES	284,900
OTHER SERVICES & CHARGES	<u>773,000</u>
TOTAL FIRE	<u>10,381,800</u>

TOTAL PUBLIC SAFETY 22,044,800

PUBLIC WORKS

PERSONNEL SERVICES	1,232,000
SUPPLIES	231,000
OTHER SERVICES & CHARGES	<u>947,500</u>
TOTAL PUBLIC WORKS	2,411,000

CULTURE & RECREATION

PERSONNEL SERVICES	3,235,000
SUPPLIES	556,000
OTHER SERVICES & CHARGES	<u>2,127,000</u>
TOTAL CULTURE & RECREATION	5,918,000

HEALTH & WELFARE

PERSONNEL SERVICES	275,700
SUPPLIES	21,000
OTHER SERVICES & CHARGES	<u>23,900</u>
TOTAL HEALTH & WELFARE	320,200

CAPITAL OUTLAY 1,652,900

TOTAL EXPENDITURES 46,180,000

TOTAL EXP& YEAR END
BALANCE -

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BOND FUNDED CAPITAL PROJECTS FUND

EXPENDITURES

BOND FUNDED CAPITAL PROJECT	<u>2,000,000</u>
TOTAL EXPENDITURES	2,000,000
NON REVENUE RECEIPTS CAPITAL GRANT PROCEEDS	-
PRIOR YEAR OBLIGATED CASH	<u>(2,000,000)</u>
TOTAL AVAILABLE RECEIPTS	(2,000,000)
TOTAL EXP& YEAR END BALANCE	-

TOURISM FUND

REVENUE

INTERGOVERNMENTAL	(1,800,000)
OTHER	<u>(280,000)</u>
TOTAL REVENUES	(2,080,000)

EXPENDITURES

PARK IMPROVEMENTS	1,625,000
OTHER	<u>455,000</u>
TOTAL EXPENDITURES	2,080,000
TOTAL EXP & YEAR END BAL	-

DEBT SERVICE FUND

REVENUE

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GENERAL PROPERTY TAX	<u>(6,900,000)</u>
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TOTAL REVENUE	(6,900,000)
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EXPENDITURES

DEBT SERVICE	<u>6,900,000</u>
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TOTAL EXPENDITURES	6,900,000
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TOTOAL EXP & YEAR END BAL	-
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UTILITY FUND

REVENUES

CHARGES FOR SERVICES	(11,595,000)
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OTHER	(37,000)
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NON REVENUE RECEIPTS	<u>-</u>
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TOTAL REVENUES	(11,632,000)
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EXPENDITURES

PERSONNEL SERVICES	2,021,100
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SUPPLIES	459,500
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CAPITAL OUTLAY	2,605,900
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DEBT SERVICE	3,010,500
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OTHER SERVICES & CHARGES	<u>3,535,000</u>
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TOTAL EXPENDITURES	11,632,000
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TOTAL EXP & YEAR END BAL	-
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SANITATION FUND

REVENUES

CHARGES FOR SERVICES	(2,450,000)
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TOTAL REVENUES	(2,450,000)
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EXPENDITURES

PERSONNEL SERVICES	158,500
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PROFESSIONAL SERVICES	2,291,500
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TOTAL EXPENDITURES	2,450,000
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TOTAL EXP & YEAR END BAL	-
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SECTION 2. It is hereby authorized by the Mayor and Board of Aldermen the funds as herein provided shall be appropriated for the provision of municipal services in the City of Southaven, DeSoto County, Mississippi, for the fiscal period 2018-2019.

SECTION 3. The above funds are set forth herein in the budget summary concerning both appropriations and expenditures.

SECTION 4. The Utility Rates for the City of Southaven shall be:

Residential

Water: \$2.41/100 cubic feet

Sewer: \$2.47/100 cubic feet

¾" Tap Fee: \$525

1" Tap Fee: \$630

2" Tap Fee: \$1,315

Irrigation Tee: 1" - \$300 ¾" - \$250

Cut-Off Fee: \$25.00

Pull Meter Fee: \$75

Commercial

Water: \$3.21/100 cubic feet

Sewer: \$3.70/100 cubic feet

¾" Tap Fee: \$850.00

1" Tap Fee: \$850.00

1 ½" Tap Fee: \$1,275

2" Tap Fee: \$1,700.00

3" Tap Fee: \$1,900.00

4" Tap Fee: \$3,400.00

6" Tap Fee: \$5,000.00

Cut-Off Fee: \$25.00

Pull Meter Fee: \$75.00

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Sewer Tap Fees

Inside Basin: \$1,400.00

Outside Basin: \$2,050.00

Fire Tap Fees

8" Water Line or Smaller: \$1,000.00

10" Water Line or Larger: \$2,000.00

These rates are to be effective October 1, 2018 and shall only be amended by the Southaven Board of Alderman.

SECTION 5. The sanitation rate for the City of Southaven shall be: \$12.00 per month.

SECTION 6. The Municipal Budget for the City of Southaven, DeSoto County, Mississippi, presented and reviewed at this public meeting for the fiscal year 2018-2019 shall be published according to law and be in full force and effect after passage.

SECTION 7. The Motion to adopt the budget and establish the millage rate as presented being made by Alderman Brooks with a second by Alderman Flores with the following aldermen being present and voting thereon as follows:

“for the approval and adoption of proposed budget and voting YEA”

Alderman Hoots YEA

Alderman Brooks YEA

Alderman Payne YEA

Alderman Wheeler YEA

Alderman Kelly YEA

Alderman Flores YEA

Alderman Gallagher YEA

“against the approval and adoption of proposed budget and voting NEA”

RESOLVED THIS 4th DAY OF SEPTEMBER 2018

RESOLUTION DECLARING STORMWATER WEEK

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

In conjunction with the Desoto County Stormwater Committee, this resolution declares “Stormwater Week” for Sept. 24-28. The Board of Alderman considered the following resolution:

RESOLUTION OF THE SOUTHAVEN BOARD OF ALDERMEN, DECLARING SEPTEMBER 24TH - 28TH, 2018 AS STORMWATER AWARENESS WEEK

WHEREAS, the citizens of the City of Southaven, Mississippi desire and deserve a safe and clean environment in which to live and raise their families; and

WHEREAS, it is known that the streams of Southaven are adversely impacted by the introduction of man-made pollutants; and

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WHEREAS, Southaven has been designated as a Stormwater Phase II Entity; and

WHEREAS, Southaven has developed a Stormwater Runoff Management Program to meet the requirements established by the Clean Water Act and mandated by the United States Environmental Protection Agency and the Mississippi Department of Environmental Quality; and

WHEREAS, public education about the causes, effects, and prevention measures of and for stormwater and non-point source pollution of our streams is essential to Southaven's efforts to return its streams to their natural pollution-free condition; and

WHEREAS, Southaven has adopted Public Education and Public Involvement as part of their Stormwater Runoff Program.

NOW, THEREFORE, BE IT RESOLVED by the Board of Aldermen of Southaven, Mississippi:

That the Week of September 24th - 28th, 2018 be, and it is hereby declared to be "**Stormwater Awareness Week**".

The foregoing resolution was introduced by Brooks, who moved its adoption. The motion was duly seconded by Kelly, and a roll call vote was taken with the following results:

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

The motion having received the affirmative vote of a majority of all of the members of the Board present, the Mayor declared the motion carried and the Resolution adopted on this the 4th day of September, 2018.

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

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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:

5799 Kayla Drive
Parcel 2074200000003100
2625 Plum Point Rd
Parcel 1078280000001304
Parcel 1078280000000813
Parcel 1078282200000300
Parcel 1078280000001302
Parcel 1078280000001308
Parcel 2072031700000400
Parcel 2072031700000300
7571 Southaven Circle W
Parcel 1074190200005000
8342 Chaparral Lane

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, September 4, 2018, 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, September 4, 2018, to voice objection or to offer a defense.

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

5799 Kayla Drive
Parcel 2074200000003100
2625 Plum Point Rd
Parcel 1078280000001304
Parcel 1078280000000813
Parcel 1078282200000300
Parcel 1078280000001302
Parcel 1078280000001308
Parcel 2072031700000400
Parcel 2072031700000300
7571 Southaven Circle W

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Parcel 1074190200005000
8342 Chaparral Lane

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

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

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

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

The Resolution, having received a majority vote of all Aldermen present, was declared adopted on this, the 4th day of September, 2018.

PLANNING AGENDA

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

Item #1 Application by Lifestyle Communities for subdivision approval of Silo Square Commercial lot 3 on the west side of Getwell Road, south of Goodman Road.

Mrs. Choat-Cook stated that the applicant is requesting subdivision approval for Silo Square Commercial Area 1 on the west side of Getwell Road, north of future May Boulevard. The lot situates on the hard corner with a proposed plat with 50% of it designed with this submittal. The building setbacks comply with the primary and secondary front yards which allow a 50% reduction in the width for the side not associated with the front of the building. Mrs. Choat-Cook stated that staff is concerned with the identifying lot numbers. As shown on the plat, staff is approving lot 3 in the subdivision prior to approving lot 1 and 2. When speaking to the developer, it was done this way to stay consistent with the PUD outline plan. Mrs. Choat-Cook stated that staff contacted the chancery clerk's office to make sure that from a recording

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standpoint that this was acceptable, in which they were told that it would be. Mrs. Choat-Cook stated that the Planning Commission voted unanimously in favor. Alderman Flores made the motion to approve the subdivision application by Lifestyle Communities. Motion was seconded by Alderman Kelly.

Roll call was as follows:

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

Having received a majority of affirmative votes, Mayor Musselwhite declared that the motion was carried on the 4th day of September, 2018.

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

Item #2 Application by Don Clarkson for subdivision approval to revise lot 8 of the Gill Subdivision, south of Church Road between Swinnea Road and Davis Road.

Mrs. Choat-Cook stated that this is application is for subdivision approval. The plat was recorded in the Mid 70's. This is going to be at the south end of Davis Road where it stubs out into a piece of agricultural property. The lot is 7.61 acres and the applicant would like to carve out approximately 1.5 acres, which has the existing home and barn on it and leave the remaining 6.14 acres as a secondary lot. Mrs. Choat-Cook stated that the following correction need to be made:

1. It was filed as a minor subdivision so staff has requested that they correct the application and fees associated with that.
2. It also requires a major subdivision revision that all adjacent property owners have the ability to sign the plat before recording and staff requested that they make that adjustment.
3. Mrs. Choat-Cook stated that the also looking into 80 feet of right of way that was supposedly given for Old Tchulahoma Road that does not exist. They are looking into that to determine if it was vacated or if it was an extension of what is now Davis Road, but it does have a drainage easement on it as well so they will need to finish up the title work before platting to determine where old Tchulahoma Road is located.

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Mrs. Choat-Cook stated that with those certain contingencies, it was voted unanimously in favor of by the Planning Commission. Alderman Gallagher made the motion to approve the subdivision application subject to the contingencies being addressed. Motion was seconded by Alderman Brooks.

Roll call was as follows:

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

Having received a majority of affirmative votes, Mayor Musselwhite declared that the motion was carried on the 4th day of September, 2018.

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

Item #3 Application by Crystal and Bobby Jones for subdivision approval for a one lot minor subdivision on the east side of Malone Road, north of Nail Road.

Mrs. Choat-Cook stated that this is a minor subdivision application, north of Nail Road on the west side of Malone Road. Mrs. Choat-Cook stated that there is a gravel drive on the west side of Malone that goes to an Olive Branch water tower. The lot proposed has accessibility from that gravel drive. The overall property is 7.56 acres and they are requesting to separate one (1) acre to give to a family member to build on. Mrs. Choat-Cook stated that they are okay with the subdividing, but does raise concerns with the Fire Department for emergency vehicles accessibility to the site since it is a gravel road with a very narrow, 12 foot ingress/egress easement that was granted to Olive Branch for the water tower. The recommendation from staff is to speak with the Fire Department, Police Department, and EMS to determine what they need. Mrs. Chaot-Cook stated that staff and the Planning Commission made the recommendation to approve with acknowledgment that before a final determination is made to either have a 20 foot wide paved driveway to the actual driveway or to reach a compromise with the Fire Department. Alderman Wheeler made the motion to approve the application by Crystal

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and Bobby Jones contingent upon Fire Department approval of accessibility. Motion was seconded by Alderman Brooks.

Roll call was as follows:

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

Having received a majority of affirmative votes, Mayor Musselwhite declared that the motion was carried on the 4th day of September, 2018.

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

MAYOR'S REPORT

Postal Address Change Request for Annexed Areas

Mayor Musselwhite stated that a request was made to change postal addresses for the annexed areas. The City has three different zip codes 38654, 38680, 38651 that do not have a Southaven address. They are in the limits of the City of Southaven and it has caused a lot of confusion for our 911 service. Mayor Musselwhite stated that they have requested from the U.S Postal Service that they change the name to Southaven. At this point, the response that we got back is that they review this every 10 years. In 2009, there was a request made by the City, the postal service sent out a survey to the annexed areas and for whatever reason the results of the survey were not in favor of the change and the postal service denied the request. Since that time, they received our updated request which includes two additional zip codes and they have indicated that they review this once every ten years. Mayor Musselwhite stated that Alderman Brooks has helped with his role with Congressman Trent Kelly who has reached out to the postal service about the request and hopefully next year we will be able to get them to change the address.

Street Improvement Update

Mayor Musselwhite stated that years ago, the City started using seal coating to repair or resurface roads for 1/3 of the cost of new asphalt. Mayor Musselwhite stated that it is working very well for us and allows us to do more streets with the same amount of money. Mayor Musselwhite asked for help with relaying to others that there are different contractors that do the seal coating and they only come here once a year to take care of all of Desoto County so we have to wait on

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them and that is why some of the roads are not completed. Mayor Musselwhite stated that they are working in Desoto County and he has been told that they are going to get to our streets within the next 2 weeks.

FY19 Street Improvement List

Mayor Musselwhite stated that the City will start this fall with next year's budgeted list. The City has contacted the asphalt contractor, Lehman Roberts, to start on that list while the weather is still good. Mayor Musselwhite stated that they believe \$625,000 of \$2 million in the proposed budget can get done this fall. There are some larger streets that are in dire need before the winter weather comes and that list will go out to all of the Board Members as soon as it is finalized.

Fire Department Update

Mayor Musselwhite stated that with the threat of tropical storm George, Adam Landers and Colin Wilson with the Southaven Fire Department went to the MS Gulf Coast to help with any challenges that may occur. Mr. Landers and Mr. Wilson are on the Task Force 1 teams and are experts in swift water rescue. Mayor Musselwhite expressed great appreciation for their assistance.

Police Department Update - West Precinct

Mayor Musselwhite stated that the West Precinct renovations are complete and the Police Department has started the process of moving into the building.

Claiborne and Chesterfield Stop Sign

Mayor Musselwhite stated that there have been requests for a stop sign to be placed at Farmington and Chesterfield. After a traffic study by Civil Link on both intersections and with Police input, it was decided that the stop sign at Claiborne and Chesterfield was more valuable with the kids crossing the street to go to Southaven Elementary. The stop signs are up and there will be additional road markings and rumble strips on Chesterfield to get the attention of drivers since this is a new stop sign.

Christmas Tree Update

Mayor Musselwhite stated that it was brought to his attention in 2014 that the City had an artificial Christmas tree that had aged and was in need of repair and would cost approximately \$40,000. Mayor Musselwhite stated that he decided to plant a real tree and build a circular sidewalk around it. Mayor Musselwhite stated that there was obviously a wind pattern there because all three planted have died and been blown down and tree experts have explained that cedars are very sensitive when transplanted. Mayor Musselwhite stated that the City now has an opportunity to get a large 25-30 foot Magnolia tree to plant there instead. There will be another Christmas tree planted in Saucier Park visible to City Hall.

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Retiree Health Insurance Update

Mayor Musselwhite reported that they have an employee that submitted the paperwork to retire with the retiree health insurance benefit that was recently voted on to suspend. The application was requested prior to that Board action so they are allowing this employee to receive retiree health insurance benefits since the application was submitted before it was suspended. Mayor Musselwhite stated that they will have more information so that the Board will be able to make a permanent decision on that benefit.

Hilton Embassy Suites Project

Mayor Musselwhite stated that he attended the County Board of Supervisors meeting that morning with the Hilton Embassy Suites developers. Mayor Musselwhite stated that the developers asked the County to provide a 10 year tax abatement for them and the County received their request well. The main question they had was had their developers reached out to the Landers Center to make sure that this project compliments the Landers Center and not competing with it.

CITIZEN'S AGENDA

No Citizen's Agenda

PERSONNEL DOCKET

Personnel Docket

September 4, 2018

Payroll Additions	Department	Position Title	Start Date	Rate of Pay
Marli Reynolds	Parks	PT Front Desk	9/5/2018	\$7.25
Brad Waldrup **	Fire	Fire Inspector	TBD	\$22.87

*pending 1 pre-emp screening

** pending 2 pre-emp screenings

Pay Adjustments	Previous Classification	New Classification	Effective Date	Proposed Rate of Pay
John T. Coke	FF2	FF3	09/09/2018	\$15.87
Joshua Graham	FF2/Paramedic	FF3/Paramedic	08/27/2018	\$16.55
Hunter Rybolt	FF2	FF3	05/07/2018	\$15.87

Resignations/Terminations	Department	Current Position Title	Effective Date	Rate of Pay
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Minutes, City of Southaven, Southaven, Mississippi

Jeremy Renfro	Police - Crossing Guard [Declined Position]	8/29/2018	\$9.00
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Alderman Brooks made the motion to approve the Personnel Docket of September 4, 2018 as presented to this Board. Motion was seconded by Alderman Wheeler. The motion was put to vote and passed unanimously.

CITY ATTORNEY’S LEGAL UPDATE

No Legal Update

CLAIMS DOCKET

A motion was made by Alderman Brooks to approve the Claims Docket of September 4, 2018 in the amount of \$2,373,828.76. Motion was seconded by Alderman Flores.

Excluding voucher numbers:

307184, 307202, 307217, 307254, 307293, 307294, 307304, 307368, 307427, 307475, 307488, 307581, 307609, 307610, 307678, 307822

Roll call was as follows:

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

Having received a majority of affirmative votes, Mayor Musselwhite declared that the motion was carried and approved for payment on the 4th day of September, 2018.

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 September 4, 2018 at 6:51 p.m.

Darren Musselwhite,
Mayor

Andrea Mullen,
City Clerk
(Seal)