

Minutes, City of Southaven, Southaven, Mississippi



**MEETING OF THE MAYOR AND BOARD OF ALDERMEN
SOUTHAVEN, MISSISSIPPI
CITY HALL
September 18, 2018
6:00 p.m.
AGENDA**

1. Call To Order
2. Invocation
3. Pledge Of Allegiance
4. Approval of Minutes: September 4, 2018
5. Authorization to Seek Bids for Fire Department Uniforms
6. Bids for Asphalt Truck and Dump Truck
7. Resolution for Donations
8. Resolution for Surplus - SPD
9. Resolution for Surplus – ITEC
10. Agreement with Mississippi Public Broadcasting Foundation
11. Resolution Converting Liens to Assessments
12. Agreement with Walgreens for Flu Shots
13. Contract with Baker Services Company
14. Resolution to Clean Private Property
15. Planning Agenda
16. Mayor's Report
17. Citizen's Agenda
18. Personnel Docket
19. City Attorney's Legal Update
20. Claims Docket
21. Executive Session: Economic Development (Industry/Business Locating to City); Claims/Litigation 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 18, 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	Alderman, Ward 3
Joel Gallagher	Alderman, Ward 4
John David Wheeler (By Teleconference)	Alderman, Ward 5
Raymond Flores	Alderman, Ward 6

Also present were Mayor Musselwhite, Andrea Mullen, City Clerk, and Nick Manley, City Attorney. Approximately twenty (20) other people were present.

Mayor Musselwhite called the meeting to order. Alderman Gallagher led in prayer, followed by the Pledge of Allegiance led by Alderman Payne. Next, a motion was made by Alderman Payne to approve the minutes of the regular meeting of September 4, 2018 with any corrections, deletions, or additions necessary. Motion was seconded by Alderman Brooks. Motion was put to a vote and passed unanimously.

AUTHORIZATION TO SEEK BIDS FOR FIRE DEPARTMENT UNIFORMS

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

Mr. Manley stated that the SFD needs authorization to seek bids for uniforms and allow for Central Bidding to conduct the reverse auction for the bids. Alderman Payne made the motion to authorize the Fire Department to seek uniform bids and allow for Central Bidding to conduct the reverse auction. Motion was seconded by Alderman Brooks. Motion was put to vote and passed unanimously.

BIDS FOR ASPHALT TRUCK AND DUMP TRUCK

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

Mr. Manley stated that the City received one bid for each of these items; however, Mr. Wallace has recommended that the City reject all bids based on the fact that there was only 1 bid for each bid package and that that the City will benefit from trying this again and hopefully receiving a larger number of competitive bids. Also, due to the newness of the reverse auction process, there some confusion on the part of some bidders who would have submitted if they had been clearer on the process. Thus, the recommendation is to reject all bids and re-bid the project and allow for Central Bidding to conduct the reverse auction for the bids.

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Alderman Brooks made the motion to reject all bids and re-bid the project. Motion was seconded by Alderman Hoots.

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 18th day of September, 2018.

RESOLUTION FOR DONATIONS

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

Mr. Manley stated that this resolution provides for the monetary donations and authority for each donation as set forth in the budget. In addition, it provides for rental donations and authority for those donations as well. 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 APPROVING DONATIONS

WHEREAS, the City of Southaven ("City") desires to approve certain donations as allowed pursuant to the Mississippi Code; and

WHEREAS, the City pursuant to Mississippi Code 21-19-44 desires to appropriate and contribute budgeted funds for, local economic development organizations; and

WHEREAS, the City pursuant to Mississippi Code 39-3-1 desires to appropriate and contribute budgeted funds for the M.R. Davis Library; and

WHEREAS, the City pursuant to Mississippi Code 39-15-1 desires expend monies from to match other funds available for the purpose of supporting the development, promotion and coordination of the arts within the City; and

WHEREAS, the City, pursuant to Mississippi Code 17-3-1 and 17-3-3 desires to expend moneys for the purpose of advertising and bringing into favorable notice the opportunities, possibilities and resources of the City which will be helpful toward advancing the moral interest of the City; and

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WHEREAS, the City, pursuant to Mississippi Code 21-19-65, desires to match other funds via donation or rental donation for the purpose of supporting social and community service programs within the City; and

WHEREAS, the City, pursuant to Mississippi Code 21-17-1(3)(b)(ii), desires to provide rental donations to those entities set forth below which meet the requirements of Mississippi Code 21-17-1(3)(b)(ii); and

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

1. Pursuant to Mississippi Code 21-19-44 and 21-19-44.1, the City hereby approves donations to the Southaven Chamber in the amount of \$81,000.00 and the Desoto Economic Council in the amount of \$35,441.00 for the purpose of bringing favorable notice and economic opportunities to the City.
2. Pursuant to Mississippi Code 39-3-1, the City hereby approves appropriation to the M.R. Davis Library in the amount of \$330,000.00.
3. Pursuant to Mississippi Code 17-3-1 and 17-3-3 and Mississippi Code 39-15-1, the City hereby approves a donation in the amount of \$40,000.00 to Desoto Family Theatre for the promotion of the arts and favorable notice and opportunities for the arts to the City that the Desoto Family Theatre brings to the City and to serve as matching funds for the Theatre. Also, pursuant to Mississippi Code 17-3-1 and 17-3-3 and Mississippi Code 39-15-1, the City hereby approves a donation in the amount of \$9,000.00 to the Historic DeSoto Foundation for its museum which contribution will support the development, promotion and coordination of the arts and bring favorable notice to the City.
4. Pursuant to Mississippi Code 17-3-1 and 17-3-3 and Mississippi Code 21-19-65, the City hereby approves donations to The Arc of Northwest Mississippi in the amount of \$15,000.00 and Healing Hearts Child Advocacy Center in the amount of \$50,000.00 for the promotion of the City's moral interest associated with helping abused children by Healing Hearts Child Advocacy and helping individuals with development and intellectual disabilities by the Arc of Northwest Mississippi. The amounts provided to each entity by the City are matching funds for the support of social and community service programs within the City.
5. Pursuant to Mississippi Code 21-19-65 and 21-17-1(3)(b)(ii), the City hereby approves a rental donation for the Arena to the Community Foundation of Northwest Mississippi for its Crystal Ball to help with its mission is to connect and assist donors as well as nonprofit organizations and charitable causes to make a difference with an emphasis on education, health and children in order to impact communities, including individuals and causes in the City.
6. Pursuant to Mississippi Code 21-19-44, the City hereby approves a rental donation for the City Senior Center to the Southaven Chamber of Commerce for April of 2019.

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7. The City Clerk's Office is hereby authorized and directed to make such donation from City funds.
8. The City Park's Office is hereby authorized to coordinate the dates and logistics for the rental donations.
9. Upon application and approval by the City Parks Department and City Police Department as it relates to adequate security, the City Board grants an alcohol variance to the Community Foundation of Northwest Mississippi.

Following the reading of the foregoing resolution, Alderman Flores made the motion to adopt the Resolution and Alderman Gallagher seconded the motion for its adoption. The Mayor put the question to a roll call vote and the result 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

RESOLVED AND DONE, this 18th day of September, 2018.

RESOLUTION FOR SURPLUS - SPD

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

Mr. Manley stated that this resolution surpluses police vehicles pursuant to Miss. Code 17-25-25(5). 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 DECLARING SURPLUS PROPERTY

WHEREAS, the City of Southaven Police Department is presently in possession of various vehicles ("Vehicles") attached hereto as Exhibit A; and

WHEREAS, it has been recommended to the Mayor and Board of Aldermen that the Vehicles be declared as surplus and sold and/or disposed of as appropriate and in accordance with Mississippi Code 17-25-25 and removed from the fixed assets inventory; and

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WHEREAS, the Mayor and Board of Aldermen are desirous of disposing of the Vehicles and amending its fixed assets inventory pursuant to State guidelines; and

WHEREAS, the Mayor and Board of Aldermen hereby find that there is no value to the Vehicles as one of the vehicles is mechanically unsound and the remaining vehicles were deemed total losses by the City's insurance carrier; thus the Vehicles may be disposed of pursuant to Mississippi Code 17-25-25(5); 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 Vehicles be hereby declared to be surplus property and disposed of pursuant to Mississippi Code 17-25-25(5).
2. The Southaven Police Chief, City Clerk, or their designees are hereby authorized to take all actions to effectuate the intent of this Resolution.

Motion was made by Alderman Brooks and seconded by Alderman Kelly, for the adoption of the above and foregoing Resolution, and the question being put to a roll call vote, the result 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

RESOLVED AND DONE, this 18th day of September, 2018.

A list of the surplus property is attached to these minutes.

RESOLUTION FOR SURPLUS – ITEC

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

Mr. Manley stated that this resolution surpluses IT equipment pursuant to Miss. Code 17-25-25. After hearing from Mr. Manley, the Board of Alderman considered the following resolution:

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**CITY OF SOUTHAVEN, MISSISSIPPI
DECLARING SURPLUS PROPERTY**

WHEREAS, the City of Southaven Information Technology Department is presently in possession of a variety of property attached hereto as Exhibit A, which is outdated, not useful or cost effective due to the storage and maintenance costs; and

WHEREAS, pursuant to Mississippi Code 17-25-25, it has been recommended to the Mayor and Board of Aldermen that the property as set forth in Exhibit A be declared as surplus and sold and/or disposed of as appropriate and in accordance with Mississippi Code 17-25-25, and removed from the fixed assets inventory; and

WHEREAS, the Mayor and Board of Aldermen are desirous of disposing of such property and amending, its fixed assets inventory pursuant to State guidelines; 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 property listed in Exhibit A be hereby declared as surplus property due to the fact that the property is outdated, not useful or cost effective due to the storage and maintenance costs and has no value to the City.
2. The City Clerk, IT Director, or their designee, is hereby authorized and directed to follow Mississippi Code 17-25-25 for the disposition of the property in Exhibit A.

Following the reading of this Resolution, it was introduced by Alderman Gallagher and seconded by Alderman Payne. 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

A list of the surplus property is attached to these minutes.

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AGREEMENT WITH MISSISSIPPI PUBLIC BROADCASTING FOUNDATION

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

This contract is for the period of November 1, 2018 through June 30, 2019 and provides that the City, pursuant to its authority under Mississippi Code Section 17-3-1; which allows the City to appropriate and expend moneys, not to exceed one mill of its valuation and assessment for the purpose of advertising and bringing into favorable notice the opportunities, possibilities and resources of the City and additional authority under Local and Private Legislation, Chapter 933, House Bill 1618 (1993), which allows for the City to use proceeds of a tax on hotel and motels for the specific purpose of carrying out programs and activities which are designated by the City's governing authorities to attract conventions and tourists, will pay \$35,000.00 to the Mississippi Public Broadcasting (MPB) for:

- a. MPB TV (:30 spots) - 1x per week for 26 weeks.
- b. MPB Think Radio (:15 spots) - 1x per week for 26 weeks.
- c. Creative/Production - MPB to produce 2 30-second television spots. These spots will be created in a donut format to allow seasonal changes to promote specific events. MPB will handle writing, a one-time video shoot and post production of these spots in conjunction with the city of Southaven. TV spots will be completed within 6 weeks of script approval and delivery of seasonal content. MPB will also produce 2 15-second radio spots to promote Southaven tourism and events.

Mayor Musselwhite explained that Alderman Hoots brought this idea forward and there is total City promotional value, especially with the Tennis niche, Alderman Payne made the motion to approve and authorize Mayor Musselwhite to sign the agreement. Motion was seconded by Alderman Hoots.

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 on the 18th day of September, 2018.

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A copy of the agreement is attached to these minutes.

RESOLUTION CONVERTING LIENS TO ASSESSMENTS

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

Mr. Manley stated that this resolution will convert the liens that have been filed for those properties that have been cut pursuant to Miss. Code 21-19-11 to tax assessments, which will be part of the property tax bill. Mayor Musselwhite 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. 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 ADJUDICATING THE COST OF CLEANING PROPERTY, IMPOSING A PENALTY AND IMPOSING ASSESSMENT OF THE SAME AGAINST PROPERTY

WHEREAS, the City of Southaven ("City") has the authority, pursuant to Section 21-19-11 of the Mississippi Code (1972) to clean up property within the City, under circumstances which create a menace to the public health and safety of the community, and

WHEREAS, the Mayor and Board of Aldermen conducted hearings regarding various properties, as set forth in Exhibit A, and determined that the conditions and circumstances of such properties created a menace to the public health and safety of the community, and ordered the clean-up of the properties, and

WHEREAS, pursuant to the authority granted to the City, the Mayor and Board of Aldermen contracted with an outside contractor who has undertaken and completed the clean-up of the properties, and

WHEREAS, the Mayor and Board of Aldermen have heard proof and find as a fact that the actual cost of the clean-up is as attached hereto as Exhibit A, and

WHEREAS, in order to provide notice of the City's liens on the property, the City Board previously resolved that the costs and penalties for the properties set forth in Exhibit A be collected, via liens; and

WHEREAS, as part of the liens, the Mayor and Board of Aldermen included a penalty of Two Hundred Fifty Dollars and 00/100 (\$250.00) per property per cutting, and

WHEREAS, the Mayor and Board of Aldermen now deem and resolve that the clean-up cost and penalties previously filed as liens shall be collected as an assessment against each property, to be collected by the Tax Collector in the manner employed for the collection of all other taxes and assessments of the municipality, unless sooner collected through other means.

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

1. The actual cost of the clean-up of properties listed in Exhibit A be converted from a lien and assessed to the property to be collected by the Tax Collector and the same is hereby determined to be as set forth in Exhibit A attached hereto.
2. A penalty in the amount of \$250 per lot per cutting as listed above be, and the same is hereby imposed against each parcel in addition to the actual cost of the property clean-up.
3. The total amount, as set forth above, be, and the same is hereby assessed against each property, to be collected by the Tax Collector in the manner used for collection of other municipal taxes and assessments, unless sooner collected through other means.

Following the reading of this Resolution, it was introduced by Alderman Brooks and seconded by Alderman Payne. 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

RESOLVED AND DONE this 18th day of September, 2018.

A list of the properties with assessment totals is attached to these minutes.

AGREEMENT WITH WALGREENS FOR FLU SHOTS

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

Mr. Manley stated that this agreement will allow Walgreens to administer flu shots to City employees and bill City's insurance company. There is no cost to the City or City employee. Alderman Payne made the motion to approve and authorize Chris Wilson to sign the agreement. Motion was seconded by Alderman Hoots. Motion was put to vote and passed unanimously. A copy of the agreement is attached to these minutes.

CONTRACT WITH BAKER SERVICES COMPANY

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

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Mr. Manley stated that the current contract with Baker Services Company for meter reading expires on September 30, 2018. The term of this contract is for one year with the option to renew for additional periods up to two (2) years. Alderman Gallagher made the motion to approve the contract and authorize Mayor Musselwhite to sign the agreement. Motion was seconded by Alderman Brooks.

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 on the 18th day of September, 2018.

A copy of the contract and insurance certificate is attached to these minutes.

RESOLUTION TO CLEAN PRIVATE PROPERTY

Mayor Musselwhite introduced the cleaning of property and asked if there were any comments from the Board and there were none. Mayor Musselwhite then asked for any comments from the public and there were none. The Board then considered the following resolution to clean private property:

RESOLUTION GRANTING AUTHORITY TO CLEAN PRIVATE PROPERTY

WHEREAS, the governing authorities of the City of Southaven, Mississippi, have received numerous complaints regarding the parcel of land located at the following address, to-wit:

8390 Windsor Lane
Parcel 2072090300014100
7457 Airways Blvd

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,

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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 18, 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 18, 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:

8390 Windsor Lane
Parcel 2072090300014100
7457 Airways Blvd

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 Kelly. 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 18th day of September, 2018.

PLANNING AGENDA
No Planning Agenda

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MAYOR'S REPORT

Hurricane Assistance

Mayor Musselwhite stated that Alderman Wheeler could not be at this meeting because he is helping with hurricane relief for those in need on the east coast. Mayor Musselwhite thanked Alderman Wheeler for his efforts.

Additional Street Improvement Funding

Mayor Musselwhite explained that with the recently adopted budget, they planned for \$2 million in the street improvement line item. Mayor Musselwhite stated that the state legislature recently passed the BP bill that allows for the City of Southaven to receive a \$500,000 reimbursement to be spent on streets in Greenbrook and Carriage Hills. Mayor Musselwhite explained that \$717,000 was allocated toward streets in Greenbrook and Carriage Hills so this additional funding will allow for other streets to be moved up on the list. Mayor Musselwhite stated that the budget went from \$2 million to \$2.5 million because of those extra funds and that he will be sending a list with pricing to the Board of Alderman in the near future.

Rasco Road Update

Mayor Musselwhite explained that the City is doing a seal coat on Rasco Road. The seal coat process has an initial layer to seal cracks in the road, and then a form of gravel is placed on the road to prevent sliding until the sealant cures which takes 3-5 days. Mayor Musselwhite stated that the gravel was put on too thick by the contractor, which caused an unusual amount of smoke and inconvenience. Mayor Musselwhite then clarified that the smoke is not putting anyone's health at risk. After the gravel is down, they come back over the top of it with another epoxy to eliminate the smoke and then put the final layer on it which is scheduled to be done this Friday. Mayor Musselwhite explained that there was a section of road under the I55 Bridge, on the east side of the high school that was out of the sun and did not cure and dry properly. Mayor Musselwhite stated that there were a few cars that drove over that area and got tar on their wheels. Mayor Musselwhite stated that he has received several emails that tires have been damaged and need replaced, but that is not the case as the tires can be cleaned. The contractor has given contact information and has agreed to take responsibility for cleaning the tires or any other claims resulting from that. Mayor Musselwhite asked that everyone direct those claims to the City Clerk's Office so they can forward the contractor.

Sales Tax

Mayor Musselwhite stated that he was happy to report that the sales tax and tourism tax are continuing to increase. The projected total for sales for FY18 is \$14,789,000 and that number continues to increase each year showing economic success in the City of Southaven. The tourism tax also continues to rise in September to \$165,000 which consist of hotel/motel tax and restaurant tax and is projected to annualize at almost \$2 million. Mayor Musselwhite stated that it was \$1.6 million three (3) years ago to \$2 million now and is continuing to increase with the increase in restaurants and the general improvement in the tourism draw.

Serve Southaven Update – Adopt a Spot

Mayor Musselwhite stated that it has been a struggle trying to find someone to help with subdivision entrances that do not have an HOA. The City cannot

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legally touch the property and it becomes very frustrating when trying to clean up the look of the City. Mayor Musselwhite stated that he has been looking for ways to get volunteers to help us maintain those entrances. The adopt a spot program can be as simple or elaborate with basic trimming of the hedges and pulling weeds out of flower beds to planting flowers and spreading mulch to improve the look of our city as a part of our beautification program. Mayor Musselwhite stated that the Bartolotta Family has signed up as the first volunteer to adopt the entrance at Brentwood Farms Subdivision and a sign will be made to recognize them for their efforts. Other subdivision entrances that are not being maintained and do not have an HOA are:

Central Park Subdivision – two entrances on Tchulahoma

Sheldon Estates – Getwell, south of Stateline Road

The Highlands at Northcreek

Northcreek Subdivision – near the golf course, 2 entrances

Mayor Musselwhite asked for volunteers stated that they would appreciate any effort with maintaining those entrances.

Greenbrook Indoor Training Facility Update

Mayor Musselwhite gave an overview on the proposed design and stated that this will be an indoor training facility that will have batting and pitching cages indoor for girls' softball. There is an entry way with desk for check in for teams when they come in for tournaments, offices, bathrooms, stairs that go up to a balcony for spectators, batting cages with temporary netting so that it can be adjusted with mobile pitching machines, and netting that can be taken to the ceiling where it opens to a wide open turf area. There was some discussion among the Mayor and Board in regards to the building placement, entrances, and color scheme of the building. Mayor Musselwhite stated that both Swinnea and Greenbrook Parkway are entrances, but Greenbrook Parkway would be considered the main entrance. Mayor Musselwhite stated that the building would be east and west which would make the entrance to the north toward the main gate. In regards to the color scheme, Mayor Musselwhite stated that this is a very simple constructed building with colors that are neutral to fit with what is there now. Alderman Payne expressed concerns about the building being an eyesore to all of the homes near the park. Mayor Musselwhite stated that the building would be in the center of the park. This project has been talked about since 2013 to give the girls their own space as they need their own training facility and in the very near future will go out to bid.

Highway 51 Intersection

Mayor Musselwhite stated that he bid on the project has been awarded and the process will begin in two weeks.

CITIZEN'S AGENDA

A citizen in the audience expressed concerns about the look of the home located at 2152 Colonial Hills. This citizen stated that the home owner is working on cars. Mayor Musselwhite explained that this address is in violation and is in the court process at this time.

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PERSONNEL DOCKET

Personnel Docket

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<u>Payroll Additions</u>	<u>Department</u>	<u>Position Title</u>	<u>Start Date</u>	<u>Rate of Pay</u>
Vicki Boyland *	Police	Crossing Guard	9/19/2018	\$9.00
Colby Trent Carroll	Public Works	Operator	9/19/2018	\$15.00
Jonathan Duncan *	Police	Crossing Guard	TBD	\$9.00
Susan Waldrop **	Planning	Bldg. Permit Clerk	TBD	\$16.00
Jessie J. Wilson **	Public Works	Laborer	TBD	\$12.00

*pending 1 pre-emp screening

** pending 2 pre-emp screenings

<u>Pay Adjustments</u>	<u>Previous Classification</u>	<u>New Classification</u>	<u>Effective Date</u>	<u>Proposed Rate of Pay</u>
Michael Collins	Field Service Tech	Operator	09/19/2018	\$15.56
Charles Harrell	Operator in Training	Operator	09/19/2018	\$15.56
Sean Leniham	Fire Dept Driver	Lieutenant	10/06/2018	\$19.73
Cody McCuiston	Operator	Crew Foreman	09/19/2018	\$18.56
Clifford Wilkins	Field Serviceman	Service Tech III	09/19/2018	\$17.56

<u>Resignations/Terminations</u>	<u>Department</u>	<u>Current Position Title</u>	<u>Effective Date</u>	<u>Rate of Pay</u>
Sunita Austin	ITEC	Dispatch I	9/15/2018	\$19.13
Summer Barton	ITEC	Summer Intern	8/10/2018	\$10.00
Steven Tylor Cossey	Utility	Crew Foreman	9/5/2018	\$19.51
Jaimie Johnson	Planning/Buildling	Billing Clerk I	9/28/2018	\$16.06
James Vickery	Police	Crossing Guard	8/6/2018	\$9.00

Parks Dept Tournament (412) & Seasonal (411) Personnel Docket

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New Hires

<u>Payroll Additions</u>	<u>Position</u>	<u>Start Date</u>	<u>Rate of Pay</u>
Kalsey Baker	Concessions	09/18/2018	\$7.25
Lily M. Cleveland	Concessions	09/18/2018	\$7.25
Laren Hardy	Concessions	09/18/2018	\$7.25
Lena Hardy	Concessions	09/18/2018	\$7.25

ReHires

<u>Payroll Additions</u>	<u>Position</u>	<u>Start Date</u>	<u>Rate of Pay</u>
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<i>Adjustments</i>				
Pay Adjustments	Previous Classification	New Classification	Effective Date	Proposed Rate of Pay
Haley White	Concessions	Soccer Supervisor	09/18/2018	8.00

<i>Terminations</i>			
Name	Position	Effective Date	Rate of Pay
Miranda Hall	Concessions	09/18/2018	\$7.25
Maegan Lobasso	Concessions	09/18/2018	\$7.25
Nickolas Opsahl	Cook	09/18/2018	\$8.00

Alderman Brooks made the motion to approve the Personnel Docket of September 18, 2018 as presented to this Board. Motion was seconded by Alderman Kelly. The motion was put to vote and passed unanimously.

CITY ATTORNEY'S LEGAL UPDATE

Claim

Mr. Manley stated that a citizen's recycling at 5616 East Point Drive was not picked up for one week and he is requesting a credit in the amount of \$1.60. Alderman Brooks made the motion for authorization to reduce this citizen's utility bill by \$1.60 for the next billing. Motion was seconded by Alderman Flores.

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 on the 18th day of September, 2018.

Retiree Health Insurance

Mayor Musselwhite stated that recently the City made the decision to suspend the retiree health insurance benefit until more information was received from actuaries and they are now comfortable with the information they received to move forward. Alderman Flores made the motion to un-suspend this benefit. Motion was seconded by Alderman Brooks.

Roll call was as follows:

Minutes, City of Southaven, Southaven, Mississippi

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 on the 18th day of September, 2018.

Mr. Manley requested authorization for Chris Wilson to sign the agreement with Lewis & Ellis Actuary Consulting Group. This group will work with Chris Wilson to make sure the City is in compliance with GASB75 accounting standard in the context of the retiree health insurance benefit. The cost is \$4,500 for FY18 and \$4,500 for FY19 for a total of \$9,000. Alderman Flores made the motion to authorize Chris Wilson to sign the agreement with Lewis & Ellis and make payments upon completion of reports for FY18 and FY19. Motion was seconded by Alderman Payne.

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 on the 18th day of September, 2018.

A copy of the agreement is attached to these minutes.

CLAIMS DOCKET

A motion was made by Alderman Payne to approve the Claims Docket of September 18, 2018 in the amount of \$1,101,419.71. Motion was seconded by Alderman Flores.

Excluding voucher numbers:

307836, 307837, 307838, 307839, 307840, 307841, 307899, 307920, 307949, 307966, 308021, 308030, 308090, 308091, 308240, 308241, 308242, 308249, 308318, 308480

Roll call was as follows:

Minutes, City of Southaven, Southaven, Mississippi

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 18th 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 Kelly to adjourn. Motion was seconded by Alderman Hoots. Motion was put to a vote and passed unanimously September 18, 2018 at 7:20 p.m.

Darren Musselwhite,
Mayor

Andrea Mullen,
City Clerk
(Seal)

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