



REGULAR MEETING OF THE MAYOR AND BOARD OF ALDERMEN OF THE CITY OF GLUCKSTADT, MISSISSIPPI

Tuesday, July 09, 2024, at 6:00 PM

Minutes

1. Call Meeting to Order and Roll Call

The Mayor called the July 9, 2024, Regular Meeting of the Mayor and Board of Aldermen to order. The Mayor presented the Notice of Regular Meeting of the Mayor and Board of Aldermen of the City of Gluckstadt, Mississippi acknowledged by all Aldermen. (Exhibit "A").

Board Members Present: Mayor Walter C. Morrison, Alderman John Taylor, Alderwoman Miya Warfield Bates, Alderman Wesley Slay, Alderman Jayce Powell and Alderwoman Lisa Williams.

Staff Members Present: City Clerk Lindsay Kellum, Deputy Clerk Scott Maugh, Planning & Zoning Director / Building Official William Hall, Public Works Director Chris Buckner, Chief of Police Barry Hale (via telephone), Grant Administrator Ruth Stogner, and City Attorney Zachary Giddy.

2. Opening Prayer and Pledge of Allegiance

Ms. Bridgette Smith opened the meeting with prayer.

Alderman Powell led the pledge of allegiance.

No action taken.

3. Approval of Consent Agenda Items

- A) Approval of June 11, 2024, Meeting Minutes
- B) Approval of Claims Docket
- C) Request for Approval to Enter into a Maintenance Agreement with IDEMIA
- D) Request For Approval to Designate Three Vehicles in Possession of the Gluckstadt Police Department "Unmarked Vehicles"
- E) Request to Remove Dell Monitor from Fixed Assets
- F) Approval of Gluckstadt Rd and Bozeman Rd Traffic Signal Special Circumstance
- G) Building Department, Cash Drawer Request

The Mayor requested a motion to approve the consent agenda. (Exhibit "B"). Alderman Slay made a motion to approve the consent agenda with the amendment to the IDEMIA Maintenance

Contract (update from Massachusetts Law to Mississippi Law), and Alderwoman Bates seconded the motion.

Voting Yea: Alderman Powell, Alderman Taylor, Alderwoman Williams, Alderwoman Bates, Alderman Slay

The Mayor declared the motion carried.

4. Monthly Budget Report

A) Monthly Budget Reports (June)

The Mayor presented the monthly budget reports. (Exhibit "C")

No action taken.

B) City Account Bank Reconciliations (June)

The Mayor presented the monthly bank reconciliations. (Exhibit "D")

No action taken.

5. New Business

A) Discussion of Focus Report, Gluckstadt City Park Feedback

Mr. Buckner updated the board on plans for development of the Gluckstadt City Park as well as presented feedback from the community via the focus report. (Exhibit "E")

No action taken.

6. Grant Administrator, Grant Status Updates (Ruth Marie Stogner)

A) Current Grant Projects

The Grant Administrator provided a status update on active grants.

No action taken.

B) Projected Grant Projects

The Grant Administrator provided a report on future grants.

No action taken.

C) Request to Create a 501(c)3 Non-Profit for Foundation Funding

Ms. Stogner requested the board allow the creation of a Mayoral Health Council Committee 501(c)3 in order to receive private funding.

Alderwoman Williams, Alderwoman Bates and Alderman Slay requested additional information be brought before them at a future meeting, including a plan for accounting and management, potential funding sources and answers to audit compliance questions.

No action taken.

7. City Clerk, City Administration Matters (Lindsay Kellum)

A) General Update, City Administration Matters (City Clerk)

The City Clerk updated the board on city administration matters. (Exhibit "F")

No action taken.

B) Monthly Privilege License Update (Deputy City Clerk)

The Deputy Clerk updated the board with the monthly privilege license report. (Exhibit "G")

No action taken.

C) Authorization to Implement Annual Cyber Security Course for City Staff

Ms. Kellum requested the board approve mandatory cyber security training for all staff to be conducted annually through the city's IT consultant. The cyber security training offered is free of charge.

Alderman Taylor made a motion to require all city employees to undergo mandatory cyber security training annually, and Alderman Slay seconded the motion.

Voting Yea: Alderman Powell, Alderman Taylor, Alderwoman Williams, Alderwoman Bates, Alderman Slay

The Mayor declared the motion carried.

D) Request for Classification of Positions as Exempt from Overtime and Subject to Compensatory Time Policy

Due to a recent regulation handed down by the Federal Department of Labor and Employment (effective July 1, 2024), Ms. Kellum requested the board to declare the following positions as exempt from overtime, and allow said positions to accrue compensatory time in accordance with the city's compensatory time policy:

- *Lieutenant, Police Department*
- *Deputy City Clerk, City Clerk's Department*
- *Deputy Court Clerk, Court Services Department*

Alderman Slay made a motion to declare the positions of Lieutenant, Deputy City Clerk and Deputy Court Clerk as exempt from overtime and allow for said positions to accrue overtime as outlined in the city's compensatory time policy, and the motion was seconded by Alderman Powell.

Voting Yea: Alderman Powell, Alderman Taylor, Alderwoman Williams, Alderwoman Bates, Alderman Slay

The Mayor declared the motion carried.

8. Building Official, Planning and Zoning Matters (William Hall)

A) General Update, Planning and Zoning/Building Department

The Planning and Zoning / Building Director addressed the board concerning recent planning and zoning / building matters.

No action taken.

B) Discussion of Proposed Conditional Use Changes (Alderman Bates)

The Mayor and Board discussed oversaturation of businesses and draft text changes to the city's zoning ordinance. (Exhibit "H")

The mayor requested legal to amend the zoning ordinance to the following:

Prepare proposed amendments to zoning ordinance ahead of a future meeting; the board has no general objection to items 1-3 or items 4-7 in the proposed draft, as far as making them subject to conditional use; please update items 8-11 in the proposed draft to make them subject to conditional use (adding apartments); at this time, the board still needs to consider whether or not they want to require a distance requirement for all of them (4000 sq. ft.) or remove the existing distance requirement from convenience stores and liquor stores to be consistent.

No action taken.

C) Discussion and Consideration of The Oaks Conditional Use

Mr. Phillips with The Oaks Residence (assisted living facility) addressed the board regarding the project.

The Mayor requested a motion to approve the conditional use application. (Exhibit "I"). Alderman Bates made a motion to grant the application for conditional use for The Oaks Residence, and Alderman Slay seconded the motion.

Voting Yea: Alderman Powell, Alderman Taylor, Alderman Williams, Alderman Bates, Alderman Slay

The Mayor declared the motion carried.

D) Discussion and Consideration of Mills Contracting Site Plan

The Mayor requested a motion to approve the site plan for Mills Contracting. (Exhibit "J"). Alderman Taylor made a motion to approve the site plan for Mills Contracting, and Alderman Slay seconded the motion.

Voting Yea: Alderman Powell, Alderman Taylor, Alderman Williams, Alderman Bates, Alderman Slay

The Mayor declared the motion carried.

E) Amendment to Adopted 2018 International Property Maintenance Code

Mr. Hall addressed the board and requested amendments to the adopted 2018 International Property Maintenance Code. (Exhibit "K")

Alderman Slay made a motion to approve the suggested amendments to the adopted 2018 International Property Maintenance Code, and Alderman Powell seconded the motion.

Voting Yea: Alderman Powell, Alderman Taylor, Alderwoman Williams, Alderwoman Bates, Alderman Slay

The Mayor declared the motion carried.

F) Discussion of City Regulatory Authority Related to Developers (Alderman Powell)

Alderman Powell addressed the board to discuss enforcement authority related to private developers and contractors that do not build a building according to the board-approved site plan.

Mr. Hall explained that the Building Department has the authority to complete periodic inspections and require corrections (and if corrections are not met, stop work orders are issued); they also have the ability to withhold a certificate of occupancy; legal stated that a violation of the zoning ordinance requires a fine of \$100 a day based on statute and a judge would need to make the determination; the city may also be able to file an injunction or request the building to be torn down.

No action taken.

9. Public Works Department (Chris Buckner)

A) General Update, Public Works

The Public Works Director updated the board on public works matters.

No action taken.

B) Request for Approval of Subdivision Regulations Amendment

Mr. Buckner explained a number of proposed draft amendments to the city subdivision regulations.

The Mayor requested a motion to approve the Subdivision Regulations as amended (Exhibit "L"). Alderman Taylor made a motion to adopt the Subdivision Regulations as amended, and Alderman Slay seconded the motion.

Voting Yea: Alderman Powell, Alderman Taylor, Alderwoman Williams, Alderwoman Bates, Alderman Slay

The Mayor declared the motion carried.

10. Police Chief, Police Department Matters (Chief Barry Hale)

A) Request for Approval of Cooperation Agreement with Madison County for Stout Rd Maintenance

The Mayor requested approval to approve the Cooperation Agreement with Madison County and City of Gluckstadt, related to the street maintenance of Stout Rd., effective until December 2027. Alderman Powell made a motion to approve the Cooperation Agreement with Madison County, related to street maintenance for Stout Road, and Alderman Taylor seconded the motion.

Voting Yea: Alderman Powell, Alderman Taylor, Alderwoman Williams, Alderwoman Bates, Alderman Slay

The Mayor declared the motion carried.

B) General Update, Law Enforcement Matters

The Chief of Police updated the board on law enforcement matters.

No action taken.

C) Requesting Approval of MOU, GPD & Mississippi Department of Transportation

Chief Hale addressed the board to request placement of three (3) flock cameras on MDOT right-of-way, and requested the board approve the Memorandum of Understanding with MDOT.

The Mayor requested approval of the Memorandum of Understanding with the Mississippi Department of Transportation. Alderman Powell made a motion to approve the Memorandum of Understanding with the Department of Transportation related to the placement of three (3) flock safety cameras on their right-of-way, and Alderwoman Bates seconded the motion.

Voting Yea: Alderman Powell, Alderman Taylor, Alderwoman Williams, Alderwoman Bates, Alderman Slay

The Mayor declared the motion carried.

D) Discussion of New Police Department Delay in Completion (Entergy Issue)

Chief Hale and the Mayor updated the Board on the status of completion of the new Police Department and Municipal Court capital project.

The construction contractor has informed Chief Hale they are expecting a thirty (30) day delay in completion due to issues with Entergy.

No action taken.

11. Public Comment

No members of the public signed up for public comment.

No action taken.

12. Closed Session to Determine Need for Executive Session

No action taken.

13. Adjourn

Alderman Slay made a motion to adjourn, and it was seconded by Alderman Powell.

Voting Yea: Alderman Powell, Alderman Taylor, Alderwoman Williams, Alderwoman Bates, Alderman Slay

The Mayor declared the motion carried.



WALTER C. MORRISON, IV
MAYOR

ATTEST:

DATE:



LINDSAY D. KELLUM
CITY CLERK

8/13/2024

