



## **SPECIAL CALLED MEETING OF THE MAYOR AND BOARD OF ALDERMEN OF THE CITY OF GLUCKSTADT, MISSISSIPPI**

**Wednesday, August 09, 2023 at 6:00 PM**

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### **Minutes**

This notice and agenda of the Special Called Meeting of the Mayor and Board of Aldermen is hereby given by the undersigned. Said meeting shall be held on Wednesday, August 09, 2023, at 6:00 PM in the Board Room at City Hall, located at 343 Distribution Drive, Gluckstadt, MS 39110.

The business to be brought before the meeting shall be limited to the following:

#### **1. Call Meeting to Order and Roll Call**

The Mayor called the August 9, 2023, 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 Jayce Powell, Alderman Wesley Slay, Alderwoman Lisa Williams.

Staff Members Present: City Clerk Lindsay Kellum, Executive Assistant Janet Brooks, Planning & Zoning Director Mike McCollum, Building Official William Hall, Executive Assistant Bridgette Smith, Chief of Police Wendell Watts, Assistant Chief of Police Barry Hale, City Attorney John Scanlon and City Attorney Zachary Giddy.

#### **2. Opening Prayer and Pledge of Allegiance**

*Pastor Brooks opened the meeting with prayer.*

*Alderman Powell led the pledge of allegiance.*

No action taken.

#### **3. Presented Items**

##### **A) Officer of the Month (Chief Wendell Watts)**

*Chief Watts presented July Officer of the month to Officer Eric Huff.*

No action taken.

**B) Swearing in of Reserve and Part-Time & Reserve Officers**

*The Mayor administered the Oath of Office for the following individuals:*

- David Johnson
- Angela Harper
- Michael Wilson

*The Chief of Police requested authorization for the Mayor to swear in the following individuals on a future date, as they were unable to attend the 8/9/23 board meeting.*

- Pryce Hunter
- Kyrie Lucas

A motion was made by Alderman Slay to authorize the Mayor to swear in Officer Hunter and Officer Lucas at a later date, Seconded by Alderwoman Williams.

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

The Mayor declared the motion carried.

**4. Approval of Consent Agenda Items**

**A) Approval of Minutes (July 11, July 19 & Aug. 2)**

**B) Approval of Claims Docket**

**C) Purchase Order Change Notification: Adcamp Invoice (Ridgefield Project)**

**D) Purchase Order Change Notification: Adcamp Invoice (Yandell Road Emergency Pothole Fix)**

**E) Request for Authorization to Cut Check for PD Canine**

**F) Request to Pay Fuelman Invoice Upon Receipt (August - Delayed)**

**G) Purchase of Hand Fans for Gluckstadt Police Department and Municipal Court Groundbreaking (Finding Favorable Promotion of the City)**

**H) Request for Approval of Registration Fees: Mississippi Municipal Clerks and Collectors Association Fall Conference (Embassy Suites, Ridgeland: October 11-13, 2023), City Clerk (Kellum) & Deputy Clerk (Maugh)**

**I) Approval of CMO Evening Class Registration & Fee, October 12th - Ridgeland (Alderwoman Williams)**

**J) Approval of CMO Evening Class Registration & Fee, October 12th - Ridgeland (Alderman Bates)**

The Mayor requested a motion to adopt the consent agenda, with the removal of July 11, 2023 minutes, as this item needed to be moved to Executive Session consideration for discussion, due to potential litigation. (*Exhibit "B"*). Motion made by Alderman Slay, Seconded by Alderman Williams.

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

The Mayor declared the motion carried.

**5. Amendment to Budget & Monthly Budget Report**

**A) Consideration and Adoption of Resolution Amending the FY23 Budget**

*The Mayor requested a motion to adopt the resolution (Exhibit "C") amending the FY23 budget. Motion made by Alderman Williams, Seconded by Alderman Powell.*

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

*The Mayor declared the motion carried.*

**B) Monthly Budget Report(s)**

*The Mayor presented the monthly budget report(s). (Exhibit "D").*

No action taken.

**6. New Business**

**A) Consideration of Awarding of Contracts: Various Term Bids, Public Works**

The Mayor requested a motion to award various term bid contracts related to public works to the lowest and best bidders. as outlined in Mr. McCollum's memo and submitted documentation (*Exhibit "E"*). Motion made by Alderman Powell, Seconded by Alderman Bates.

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

The Mayor declared the motion carried.

**B) Acceptance of MOU and Authorization for Mayor to Sign Forms: HB603 Funding (\$750,000 Legislative Allocation)**

The Mayor requested a motion to accept the Memorandum of Understanding for HB603 Funding and further, requested authorization to sign the necessary documents to return to the Department

of Finance and Administration (*Exhibit "F"*). Motion made by Alderman Slay, Seconded by Alderwoman Bates.

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

The Mayor declared the motion carried.

**C) Consideration of Adoption: Resolution in Opposition to Splitting the Rankin County and Madison Circuit Court Judicial District (District 20)**

The Mayor requested a motion to adopt the resolution (*Exhibit "G"*) *Opposing the Splitting of the Rankin County and Madison County Circuit Court Judicial District (District 20)*. Motion made by Alderman Powell, Seconded by Alderwoman Williams.

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

The Mayor declared the motion carried.

**D) Request for Consideration and Approval: Draft Fence Ordinance**

*The Mayor requested a motion to adopt the Fence Ordinance. No motion was made.*

*Alderwoman Williams requested the board table the consideration of adoption of the Fence Ordinance to a future meeting.*

No action taken.

**E) Request for Consideration and Approval: Draft Grease Interceptor Ordinance**

The Mayor requested a motion to adopt the Grease Interceptor Ordinance. (*Exhibit "I"*). Motion made by Alderman Taylor, Seconded by Alderman Slay.

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

The Mayor declared the motion carried.

**7. Old Business**

**A) Discussion of Rendering & Cost: City of Gluckstadt Welcome Sign**

*The board discussed options for a Welcome to Gluckstadt sign (rendering and cost).*

*The board had questions about cost related to the design proof (without the landscaping). (Exhibit "J"). The Mayor requested Mr. McCollum get a cost estimate based on the updated proof.*

The Mayor then requested the approval of the revised design and/or proof by the board. Motion made by Alderwoman Williams, Seconded by Alderwoman Bates.

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

The Mayor declared the motion carried.

## **8. City Clerk, City Administration Matters (Lindsay Kellum)**

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

*The City Clerk provided an update to the board concerning the City Administration.*

No action taken.

### **B) Monthly Privilege License Report**

*The City Clerk provided an update to the board on privilege license collections. (Exhibit "K").*

No action taken.

### **C) Consideration of Adoption: Revisions to Purchasing Policy**

The City Clerk explained proposed revisions to the City Purchasing Policy. *(Exhibit "L").*

The Mayor requested a motion to adopt the revised City Purchasing Policy. Motion made by Alderman Slay, Seconded by Alderman Powell.

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

The Mayor declared the motion carried.

### **D) Consideration of Adoption: Revisions to Travel Policy, City of Gluckstadt**

The City Clerk explained proposed revisions to the City Travel Policy. *(Exhibit "M").*

The Mayor requested a motion to adopt the revised City Travel Policy. Motion made by Alderman Slay, Seconded by Alderman Powell.

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

The Mayor declared the motion carried.

### **E) Consideration of Adoption: Credit Card Use Policy**

The City Clerk presented the draft City Credit Card Policy. *(Exhibit "N").*

The Mayor requested a motion to adopt the proposed City Credit Card Policy. Motion made by Alderwoman Bates, Seconded by Alderman Powell.

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

The Mayor declared the motion carried.

**9. Court Clerk, Municipal Court Department (Stephanie Gerlach)**

**A) General Update, Court Services: July 2023 (Court Clerk)**

*The City Clerk presented a status update on July court matters, in the absence of Ms. Gerlach.*

No action taken.

**10. Building Official, Planning and Zoning Matters (Mike McCollum and William Hall)**

**A) July 25<sup>th</sup>, 2023 Planning and Zoning Board Meeting**

*The Planning and Zoning Administrator and the Building Official provided an update to the board related to matters in their departments.*

No action taken.

**B) Permitting Log Update, Building Department**

*The Building Official provided an update on permit collections (Exhibit "O").*

No action taken.

**C) Reconsideration and Approval of Site Plan for Autozone (Requested by Alderman Powell)**

*The Mayor amended the 8/9/23 agenda to move this item to be taken up first, after the opening prayer and pledge.*

The Mayor requested a motion to reconsider the AutoZone site plan for approval. No motion was made.

No action taken.

**D) Discussion and Consideration of Blurton Holdings Site Plan**

The Mayor requested a motion to approve the site plan (*Exhibit "Q"*) for Blurton Holdings. Motion made by Alderman Powell, Seconded by Alderwoman Williams.

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

The Mayor declared the motion carried.

**E) Discussion and Consideration of Preliminary Plat for Parkway Commons**

The Mayor requested a motion to approve the Preliminary Plat (*Exhibit "R"*) for Parkway Commons. Motion made by Alderman Slay, Seconded by Alderwoman Williams.

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

The Mayor declared the motion carried.

**F) Request to Surplus Old Residential Signs & Board Declaration of Value**

The Mayor requested a motion to dispose of old residential / neighborhood signs, determining their value is \$0.00, and authorizing the city public works staff to dispose of them appropriately. Motion made by Alderman Powell, Seconded by Alderwoman Bates.

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

The Mayor declared the motion carried.

**11. Police Chief, Police Department Matters (Chief Wendell Watts)**

**A) General Update, Police Matters (Wendell Watts)**

*The Chief of Police provided an update on law enforcement matters.*

No action taken.

**B) Grant Status Updates, Police Department (Addie Stover)**

*Addie Stover provided a status update on grants.*

No action taken.

**C) Request to Formally Accept & Authorize Signature of FY24 MOHS Grant: 402 Police Traffic Services (October 1, 2023 - September 30, 2024)**

The Mayor requested a motion to formally accept the MOHS Grant (402 Police Traffic Services funding) in the amount of \$20,000 and further, requested authorization to sign the necessary documents to return to the Mississippi Office of Highway Safety (*Exhibit "S"*). Motion made by Alderman Slay, Seconded by Alderman Powell.

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

The Mayor declared the motion carried.

**D) Consideration of Approval of Lowest and Best Quotes for Expenditures Related to CESF COVID Grant (Kerry Minninger, Wendell Watts)**

The Mayor requested a motion to accept the lowest and best quote (Grainger) for expenditures related to the CESF COVID Grant, as requested by City EMA Director, Kerry Minninger, and Chief of Police, Wendell Watts. (*Exhibit "T"*). Motion made by Alderman Slay, Seconded by Alderwoman Bates.

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

The Mayor declared the motion carried.

**12. Public Comment**

*Mr. Minninger addressed the board thanking them for their service and requesting they consider increasing pay for part-time officers to more than \$17.00 an hour (current rate).*

No action taken.

**13. Closed Session to Determine Need for Executive Session**

The Board considered entering closed session to determine whether to go into Executive Session. The Mayor requested a motion to enter closed determination.

Motion made by Alderman Slay, Seconded by Alderman Powell.

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

The Mayor declared the motion carried.

The Board then considered entering an Executive Session. Alderman Powell made a motion to enter Executive Session, to discuss the job qualifications of three individual(s) for the positions of Purchasing and Fixed Assets Clerk, Public Works Director, and Public Works Crew Leader II, available currently with the City of Gluckstadt. Additionally, to discuss ongoing litigation, related to the City of Madison's Annexation, as well as the legal appeal of site plan denial by AutoZone and revisions to the July 11, 2023 meeting minutes, Seconded by Alderman Slay.

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

The Mayor declared the motion carried.

*The Board entered Executive Session. A public announcement was made by City Attorney John Scanlon that the Board had entered Executive Session for discussion of the job qualifications of individual(s) for the positions of Purchasing and Fixed Assets Clerk, Public Works Director, and Public Works Crew Leader II, available currently with the City of Gluckstadt. Additionally, to*



discuss ongoing litigation, related to the City of Madison's Annexation, as well as the legal appeal of site plan denial by AutoZone and revisions to the July 11, 2023 meeting minutes.

**A) Litigation Matters: AutoZone Appeal, Site Plan (Revision of July 11, 2023 Regular Meeting, Board Minutes)**

The Mayor requested a motion to approve revisions to the July 11, 2023 minutes to add additional detail to accurately reflect the city's reasons for denial of the site plan. Motion made by Alderman Slay, Seconded by Alderwoman Williams.

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

The Mayor declared the motion carried.

**B) Litigation Matters: City of Madison Annexation**

The board discussed the status of the City of Madison's Annexation filing and court deadlines.

No action taken.

**C) Personnel Matters: Consideration of Candidate Qualifications Extension of Employment Offer for Purchasing and Fixed Assets Clerk**

After discussion the candidate's qualifications at length and the need for the city to hire a full time Purchasing and Fixed Assets Clerk, the Mayor requested a motion to hire an individual for the position of Purchasing and Fixed Assets Clerk at a starting salary of \$38,000 + benefits. Alderman Slay then made a motion to extend an employment offer to an individual for Purchasing and Fixed Assets Clerk for the City of Gluckstadt, at a salary of \$38,000 annually, plus employment benefits such as health insurance, retirement and supplemental benefits offered by the city; employment with the city is contingent upon successful passage of all necessary background checks, such as criminal background, driving history, and drug screening. Seconded by Alderwoman Bates.

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

The Mayor declared the motion carried.

**D) Personnel Matters: Consideration of Candidate Qualifications Extension of Employment Offer for Public Works Director**

After discussion the candidate's qualifications at length and the need for the city to hire a full time Public Works Director, the Mayor requested a motion to hire an individual for the position of Public Works Director at a starting salary of \$70,000 + benefits. Alderwoman Williams then made a motion to extend an employment offer to an individual for Public Works Director for the City of Gluckstadt, at a salary of \$70,000 annually, plus employment benefits such as health insurance, retirement and supplemental benefits offered by the city; employment with the city is contingent upon successful passage of all necessary background checks, such as criminal background, driving history, and drug screening. Seconded by Alderman Powell.

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

The Mayor declared the motion carried.

**E) Personnel Matters: Consideration of Candidate Qualifications Extension of Employment Offer for Crew Leader II, Public Works Department**

After discussion the candidate's qualifications at length and the need for the city to hire a full time Public Works Crew Leader II, the Mayor requested a motion to hire an individual for the position of Public Works Crew Leader II at a starting salary of \$35,360 + benefits. Alderman Powel then made a motion to extend an employment offer to an individual for Public Works Director for the City of Gluckstadt, at a salary of \$35,360 annually, plus employment benefits such as health insurance, retirement and supplemental benefits offered by the city; employment with the city is contingent upon successful passage of all necessary background checks, such as criminal background, driving history, and drug screening. Seconded by Alderman Slay.

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

The Mayor declared the motion carried.

Motion to leave Executive Session:

The Mayor then asked for a motion to leave Executive Session.

Within the Executive Session, Alderwoman Bates made a motion to leave Executive Session and re-enter open session, Seconded by Alderman Powell.

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

The Mayor declared the motion carried and the board re-entered open session.

*A public announcement was made that the Board had voted in Executive Session to extend employment offers to three individuals for the positions of Purchasing and Fixed Assets Clerk, Public Works Director, and Public Works Crew Leader. Additionally, the Board approved the revised July 11th, 2023 Regular Meeting minutes.*

*No further action was taken.*

**Adjourn**

There being no further business before the Board of Aldermen, Alderman Powell made a motion to adjourn, Seconded by Alderman Slay.

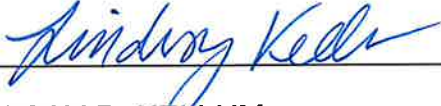
Voting Yea: Alderman Powell, Alderman Taylor, Alderwoman Williams, Alderwoman Bates, Alderman Slay.

The Mayor declared the motion carried, and the meeting was adjourned.



WALTER C. MORRISON, IV  
MAYOR

ATTEST:



LINDSAY D. KELLUM  
CITY CLERK

DATE:



[Seal]

