



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

Tuesday, July 11, 2023, at 6:00 PM

Minutes

This notice and agenda of the Regular Meeting of the Mayor and Board of Aldermen is hereby given by the undersigned. Said meeting shall be held on Tuesday, July 11, 2023, at 6:00 PM in the Board Room at City Hall, located at 343 Distribution Drive, Gluckstadt, MS 39110.

1. Call Meeting to Order and Roll Call

The Mayor called the July 11, 2023, Regular Meeting of the Mayor and Board of Aldermen to order.

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

Staff Members Present: City Clerk Lindsay Kellum, Deputy Clerk Scott Maugh, 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, Court Clerk Stephanie Gerlach, City Attorney John Scanlon 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. Presented Items

None.

No action taken.

4. Approval of Consent Agenda Items

- A) Approval of June 13, 2023, Meeting Minutes
- B) Approval of Docket of Claims

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- C) **Memo, Purchase Order - Police Department (FYI Matter)**
- D) **Special Circumstances Approval Form: Emergency Purchase - Lightning Strike, Traffic Light**
- E) **Special Circumstances Approval Form: Emergency Purchase - Towing of Gluckstadt PD Cruiser, Durango**
- F) **Request for Approval of Training and Travel Reimbursement Fees: Axon's Taser Trainer Course (Officer Felix Norwood)**
- G) **Request for Approval of Training and Travel Reimbursement Fees: Axon's Taser Trainer Course (Sergeant Jeremy Slaven)**

The Mayor requested a motion to adopt the consent agenda. (*Exhibit "A"*). 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.

5. Amendment to Budget & Monthly Budget Report

A) Consideration and Adoption of Resolution Amending FY23 Budget

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

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

The Mayor declared the motion carried.

B) Monthly Budget Report(s)

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

No action taken.

6. New Business

A) Consideration of Extension of Memorandum of Understanding with Madison County: Limb & Debris Pickup

The Mayor requested a motion to approve the Amended Memorandum of Understanding with Madison County for Limb and Debris Pickup (*Exhibit "D"*). 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.

B) Request to Purchase Additional Public Works Equipment & Approve Quote (Mower and Trailer)

The Mayor requested a motion to authorize purchase of additional public works equipment (additional mower and trailer), at Mr. McCollum's request (*Exhibit "F"*). 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.

C) Purchase of Additional Street Name Sign Poles and Hardware

The Mayor requested a motion to authorize the purchase of additional street name signs, poles and hardware for public works, at Mr. McCollum's request (*Exhibit "E"*). 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 authorization to Advertise or Bids: New Police Station and Municipal Court (Access Control, Furniture, Technology)

The Mayor requested a motion to authorize the public works department to advertise for term bids, at Mr. McCollum's request. 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.

7. Old Business

A) Discussion and Consideration: Gluckstadt Police Department, Update to Architectural Design (Cosmetic Only) (Alan Grant, Sam McGaugh, Kayce Saik)

The Mayor requested a motion to approve the Revised Architectural Design (#3) for the Gluckstadt Police Department (*Exhibit "F"*), at an estimated cost increase of \$50,000.00-\$75,000.00 (the project will not have to be re-bid). 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.

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 "G").

No action taken.

C) Status Update: New Police Station and Municipal Court Funding & Signing of General Construction Contract

The City Clerk provided an update to the board concerning the status of the funding of the new Police Station and Municipal Court and estimated date to begin construction.

No action taken.

D) Update, FY24 Audit Date Set

The City Clerk provided an update to the board related to the scheduling of the FY22 full GAAP audit in October.

No action taken.

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

A) General Court Information, Court Services: June 2023

The Municipal Court Clerk provided an update on court matters.

No action taken.

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

A) General Update, Planning and Zoning: June Meeting (Mike McCollum)

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) Update: June 27, 2023, Planning and Zoning Board Meeting

The Planning and Zoning Administrator provided an update to the board related to the June 27, 2023, Planning and Zoning Commission Meeting Agenda.

No action taken.

C) Consideration and Approval: AutoZone Site Plan (Tabled in June)

Discussion was had amongst the board with regard to the AutoZone site plan meeting the standards set forth in Section 807.01 of the Zoning Ordinance. The Board expressed concerns regarding the flood plain, potential flooding and drainage issues, the 50 ft. barrier (a residential neighbor requested AutoZone keep as many trees as possible to assist with noise and light pollution at a former meeting), and the turn radius for tractor trailers attempting to deliver goods to AutoZone (concerns about backing up into Gluckstadt Rd).

The Mayor requested a motion to approve the site plan (*Exhibit "H"*) for AutoZone. Motion made by Alderman Taylor, Seconded by Alderman Slay.

Voting Yea: Alderman Taylor, Alderman Slay.

Voting Nay: Alderwoman Williams, Alderwoman Bates, Alderman Powell.

The Board determined that the proposed structure did not comply with the criteria of sections 810.02 and 810.03, and would cause or provoke one or more harmful effects under section 807.01 and that such finding was not based upon personal preferences to taste or architectural style or design.

The Mayor declared the motion failed 3-2.

D) Consideration of Approval of Conditional Use Permit: Madison Motor Werks

The Mayor requested a motion to grant the application for conditional use (*Exhibit "I"*) for Madison Motor Werks. Motion made by Alderman Powell, Seconded by Alderman Slay.

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

The Mayor declared the motion carried.

E) Consideration and Approval of Site Plan: Madison Motor Werks

The Mayor requested a motion to approve the site plan (*Exhibit "J"*) for Madison Motor Werks. 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.

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

A) Consideration and Approval of Quote to Purchase Police Canine

The Mayor requested a motion to approve the quote (*Exhibit "K"*) to purchase a Police Department Canine Officer. Motion made by Alderman Slay, Seconded by Alderwoman Bates.

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

The Mayor declared the motion carried.

B) Request to Add FY24 Budget for Emergency Management Department (Placed Under Police Department / Public Safety) (Kerry Minninger & Chief Wendell Watts)

Mr. Kerry Minninger, volunteer Emergency Mgmt. Director, for Gluckstadt, requested the Mayor and Board of Aldermen consider including a budget of \$20,000.00 for emergency management needs next fiscal year; the Mayor directed the City Clerk to add a draft EMA budget line item in the amount of \$20,000.00 to the FY24 proposed budget.

No action taken.

C) Grant Status Updates, Police Department (Addie Stover)

Addie Stover provided a status update on grants.

No action taken.

D) Request to Extend Offer of Employment for Part-Time Officer (Kyrie Lucas)

After the Board reviewed the candidate's qualifications, the Mayor requested the board extend an offer of employment to Mr. Kyrie Lucas for the position of Part-Time Police Officer. Alderman Powell made a motion to extend a conditional offer of employment, setting the hourly pay rate at \$17.00/ hour, excluding benefits such as PERS retirement and BCBS health insurance; additionally, Alderman Powell directed the Mayor and Chief of Police to provide an offer letter to Mr. Lucas and note in the offer letter that the offer of employment was contingent upon successful passage of all requisite background checks, drug testing, polygraph and psychological evaluations, driving history and any additional pre-employment requirements for the city and police department. Alderwoman Williams seconded the motion.

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

The Mayor declared the motion carried.

E) Request to Extend Offer of Employment for Part-Time Officer (David Johnson)

After the Board reviewed the candidate's qualifications, the Mayor requested the board extend an offer of employment to Mr. David Johnson for the position of Part-Time Police Officer. Alderman Powell made a motion to extend a conditional offer of employment, setting the hourly pay rate at \$17.00/ hour, excluding benefits such as PERS retirement and BCBS health insurance; additionally, Alderman Powell directed the Mayor and Chief of Police to provide an offer letter to Mr. Johnson and note in the offer letter that the offer of employment was contingent upon successful passage of all requisite background checks, drug testing, polygraph and psychological evaluations, driving history and any additional pre-employment requirements for the city and police department. Alderwoman Williams seconded the motion.

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

The Mayor declared the motion carried.

12. Public Comment

Mr. Jimbo Raley and Mr. Brian Dew, residents of Red Oak Subdivision, addressed the board concerning their displeasure that Ridgefield Subdivision was chosen for pothole and street rehabilitation ahead of Red Oak Subdivision.

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 Alderwoman Bates.

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 an individual for the position of Grant Administrator additionally, to discuss ongoing litigation, related to the City of Madison's Annexation, 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 Ms. Kellum that the Board had entered Executive Session for discussion of personnel matters related to review of job qualifications for the position of Grant Administrator and for ongoing litigation related to the City of Madison's Annexation.

A) Litigation Matters: City of Madison Annexation, Consideration of Adoption of Gluckstadt Annexation Ordinance

The Mayor requested a motion to adopt the City of Gluckstadt's Annexation Ordinance (2023-08) (*Exhibit "L"*) and to direct the City Attorney to file it with the Chancery Court of Madison County upon adoption. Motion made by Alderman Powell, Seconded by Alderman Slay.

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

The Mayor declared the motion carried.

B) Personnel Matters: Consideration of Candidate Qualifications Extension of Employment Offer for Grant Administrator Position

After discussion the candidate's qualifications at length and the need for the city to hire a full time Grant Administrator, the Mayor requested a motion to hire an individual for the position of Grant

Administrator at a starting salary of \$60,000 + benefits, as long as the appointed hiring committee (consisting of the Mayor, an Alderwoman, City Clerk, Deputy City Clerk, Police Chief and Planning and Zoning Administrator) agree. Alderman Slay then made a motion to extend an employment offer to an individual for Grant Administrator for the City of Gluckstadt, at a salary of \$60,000 annually, plus employment benefits such as health insurance, retirement and supplemental benefits offered by the city; employment with the city is contingent upon additional interview process (with the hiring committee) and successful passing of necessary background checks, such as criminal background, driving history, and drug screening.

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 an employment offer to an individual for the position of Grant Administrator at a salary of \$60,000 + benefits, subject to pre-employment conditions and confirmation by appointed hiring committee; additionally, the board adopted an annexation ordinance by unanimous vote, directing legal counsel to file the ordinance in Madison County Chancery Court.

14. Adjourn

There being no further business before the Board of Aldermen, Alderwoman Williams 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.

Walter Morrison

WALTER C. MORRISON, IV
MAYOR

ATTEST:

DATE:

Lindsay Kellum

8/9/2023

LINDSAY D. KELLUM

CITY CLERK

