



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

Tuesday, December 13, 2022 at 6:00 PM

Agenda

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, December 13, 2022, 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

2. Opening Prayer and Pledge of Allegiance

3. Presented Items

A) None

4. Approval of Consent Agenda Items

[A\)](#) Request for Approval of Meeting Minutes, 11/8/22 & 11/15/22

[B\)](#) Request for Approval of the Docket of Claims

[C\)](#) CERT Training & Travel Reimbursement Request, Kerry Minninger

5. Amendment to Budget & Monthly Budget Report

[A\)](#) Monthly Budget Report

6. New Business

[A\)](#) Discussion and Approval of Draft Ordinance, 2018 Fire Code and Appendices

[B\)](#) Discussion and Approval of Draft MOU, Road and Bridge Funds (Madison County)

[C\)](#) Discussion and Approval of Draft Ordinance, Building Codes & Modification of Fees

[D\)](#) Discussion of Street Sign Survey & Replacement Project (Quote & Budget)

[E\)](#) Discussion of Hwy 51 Right of Way Maintenance & MDOT

December 13, 2022, Regular Meeting of the Mayor and Board of Aldermen

[F\)](#) Discussion of National Flood Insurance Program Participation by the City

7. Old Business

[A\)](#) Requesting Board Adoption of Residential Rental Inspection Code

[B\)](#) Requesting Board Adoption of Special Events Ordinance

[C\)](#) Requesting Board Adoption of Security Camera Ordinance

[D\)](#) Request for Approval of Crimestoppers Ordinance and \$2.00 ticket fee.

[E\)](#) Requesting Board Adoption of Ordinance Regulating Discharging of Firearms within City Limits

[F\)](#) Requesting Board Adoption of Kratom Ordinance

[G\)](#) Requesting Board Adoption of Alcoholic Beverage Ordinance (Open Container)

[H\)](#) Requesting Board Adoption of Alternative Nicotine Products Ordinance

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

[A\)](#) City Clerk's Office, General Update

[B\)](#) Monthly Privilege License Report

[C\)](#) Discussion and Consideration for City Clerk's Office to Secure Procurement and Travel Cards

[D\)](#) Discussion of Purchase of City T-Shirts, Polos and Caps for Board and Staff; Audit Requirements (Promotional Items)

[E\)](#) Request to Contribute to Gluckstadt Madison Business Alliance, Chamber of Commerce (Advertising Budget, \$2500.00)

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

[A\)](#) Oath of Office to William Hall (Building Official / Code Enforcement)

[B\)](#) General Update from Planning and Zoning / Building Dept.

[C\)](#) Permitting Log Update

[D\)](#) Planning and Zoning Meeting Minutes, 11/22/22 Meeting

[E\)](#) Site Plan Revision for Consideration, Tate Office Building

10. Police Chief, Police Department & Municipal Court Matters (Chief Wendell Watts)

[A\)](#) General Update, Police Department - Chief Watts

11. Public Comment

12. Closed Session to Determine Need for Executive Session

13. Adjourn

WALTER C. MORRISON, IV
MAYOR

We the undersigned Aldermen acknowledge that we were given notice of said meeting at least three (3) hours in advance thereof by a copy of this notice.

Alderwoman Bates_____

Alderman Powell_____

Alderman Slay_____

Alderman Taylor_____

Alderwoman Williams_____

ATTEST: _____ DATE: _____

LINDSAY D. KELLUM
CITY CLERK

[Seal]

**REGULAR MEETING OF THE MAYOR AND BOARD
OF ALDERMEN OF THE CITY OF GLUCKSTADT, MISSISSIPPI
MINUTES OF THE FIRST NOVEMBER MEETING OF THE MAYOR AND BOARD
OF ALDERMEN
TUESDAY, NOVEMBER 8, 2022, 6:00 P.M.**

The Mayor called the November 8, 2022, meeting of the Mayor and Board of Aldermen to order.

1. Call Meeting to Order and Roll Call

Present: Mayor Walter C. Morrison, Alderwoman Miya Warfield Bates, Alderman Jayce Powell, Alderman Wesley Slay, Alderwoman Lisa Williams, City Clerk Lindsay Kellum, Deputy City Clerk Scott Maugh, Police Chief Wendell Watts, Assistant Police Chief Barry Hale, Executive Assistant Janet Brooks, Planning and Zoning Executive Assistant Bridgette Smith, Building Official William Hall, Planning and Zoning Administrator Mike McCollum, City Attorney Zachary Giddy and City Attorney John Scanlon. Alderman Taylor was absent.

The Mayor presented the *Notice & Agenda of the Regular Meeting of the Mayor and Board of Aldermen of the City of Gluckstadt, Mississippi* acknowledged by all Aldermen. (Exhibit “A”).

No action taken.

2. Opening Prayer and Pledge of Allegiance

The meeting was opened with prayer by Pastor Steven Brooks, and the Pledge of Allegiance was led by Alderman Jayce Powell.

No action taken.

3. Presented Items:

**A) Resolution Recognizing Germantown High School Band, 6A State Champions
(Presented By: Alderwoman Williams)**

Alderwoman Williams made a presentation to the board requesting adoption of a resolution recognizing Germantown High School Band as 6A State Champions.

The Mayor requested a motion to adopt the resolution recognizing Germantown High School Band, 6A Champions. (Exhibit “B”). Alderwoman Williams moved to approve. The motion was seconded by Alderwoman Bates, and a vote was taken thereon as follows:

Alderwoman Bates	Aye
Alderman Powell	Aye

Alderman Slay	Aye
Alderman Taylor	Absent
Alderwoman Williams	Aye

The Mayor declared the motion carried.

No action taken.

B) Announcement of Mayor’s Youth Council, 2022-2023 Members

Mrs. Kellum and Julia Lever presented the inaugural class of the Mayor’s Youth Council to the board and members of the public (2022-2023).

No action taken.

C) Recognition of Veterans (Veterans Day, 11/11/22)

Mayor Morrison recognized veterans in the audience and extended his deepest gratitude on behalf of the city for their sacrifice and service to our great country.

No action taken.

4. Approval of Consent Agenda Items (Exhibit “C”):

A) Approval of the October 11, 2022 Regular Meeting

B) Approval of Docket of Claims

C) Approval of Purchase of Flagpole (City Hall Front Entrance); Refer to Quote

D) Approval of Training Registration & Associated Travel Fees: 2022 Building Officials Association of Mississippi Winter Conference (William Hall, Building Official); Refer to Quote

E) Approval of Middle Mississippi Building Officials Association Annual Membership Fee (William Hall, Building Official); Refer to Quote

F) Approval of Renewal of Membership, International Institute of Municipal Clerks (Lindsay Kellum, City Clerk); Additional Membership (Scott Maugh, Deputy City Clerk); Refer to Quote

G) Approval of Amended Contract, ServiceMaster (1 Day a Week to 2 Days Per Week, Increase in Contractual Price); Refer to Pricing List

H) Approval of Flexible Benefit Plan Documents and Contract; Authorization to Sign

- I) Authorization to Bid a New ½ Ton Truck (Planning and Zoning Department / Building Department); Refer to Quote**
- J) Approval for Purchase of Two Laptops and Wifi Cards (New Hires, PD); Refer to Quote**
- K) Approval of Purchase of Handheld Radios (PD), E911 Funds; Refer to Quote**
- L) Approval of Christmas Decoration Budget, City Hall**
- M) Approval of Additional Holiday Dates & City Hall Office Closure (2022 Holiday Season):**
 - **November 25 (Friday After Thanksgiving)**
 - **December 23 (Friday Prior to Christmas)**

The Mayor requested a motion to approve the consent agenda. Alderman Slay moved to approve the consent agenda. The motion was seconded by Alderman Powell, and a vote was taken thereon as follows:

Alderwoman Bates	Aye
Alderman Powell	Aye
Alderman Slay	Aye
Alderman Taylor	Absent
Alderwoman Williams	Aye

The Mayor declared the motion carried.

5. Monthly Budget Report

A) Monthly Budget Report

The Mayor presented the monthly budget report to the Board. (Exhibit “D”).

No action taken.

6. New Business

A) Discussion: FY21 Municipal Compliance Questionnaire

Mrs. Kellum presented the completed FY21 Municipal Compliance Questionnaire for the City to the Board of Aldermen and asked if the Board had any questions. Having none, the Mayor directed Mrs. Kellum to submit the report to the State Auditor’s Office and spread upon the meeting minutes, as required, with no amendments. (Exhibit “E”).

No action taken.

B) Public Hearing: Ordinance Adopting New Sign Regulations; Text Amendments to Adopted Zoning Ordinance (Certain Sections)

Next came the matter of a public hearing(s) regarding the proposed repealing of prior sign regulations and adoption of new sign regulations in its place (Item C-1), as well as discussion of amending the text of the city zoning ordinance (Item C-2).

Mayor Morrison confirmed with the Building Official, Planning and Zoning Director and City Attorney that proper and timely notice was advertised according to state law; they confirmed the public hearing(s) had been properly published.

The Mayor declared the public hearing(s) open and asked if there were any citizens that signed up on the sign in sheet to address the board on this matter, whether in support or opposition of adoption.

The Mayor called for questions or comments from the public and with there being none, the public hearing(s) was declared closed.

C) Discussion and Consideration of Proposed Ordinances for Adoption:

1) Proposed Ordinance: Sign Regulations (*Public Hearing Required)

The Mayor requested a motion to repeal the prior sign regulations (and fee schedule) and replace them with the new sign regulations ordinance and fee schedule, effective immediately upon adoption, as it is needed and in the best interest of the public health, safety and welfare of the city. (Exhibit “F”).

Alderman Bates	Aye
Alderman Powell	Aye
Alderman Slay	Aye
Alderman Taylor	Absent
Alderman Williams	Aye

The Mayor declared the motion carried.

The Mayor then requested a motion to waive the sign permit fees for one (1) year, from date of adoption of the new sign ordinance, for existing businesses only (expiring November 8, 2023), in order to provide business owners a break financially and encourage compliance. Alderman Williams moved to approve. The motion was seconded by Alderman Slay, and a vote was taken thereon as follows:

Alderman Bates	Aye
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Alderman Powell	Aye
Alderman Slay	Aye
Alderman Taylor	Absent
Alderwoman Williams	Aye

The Mayor declared the motion carried.

2) Proposed Ordinance: Various Text Amendments to Adopted Zoning Ordinance, Certain Sections (*Public Hearing Required)

The Mayor then requested a motion to adopt text amendments to the zoning ordinance to reflect various proposed changes to Sections One (1) – Nine (9). (Exhibit “G”). City Attorney Scanlon recommended that language in Section Three (3) of the Zoning Ordinance be changed from “conditional use,” to “permitted use,” instead. The Mayor then requested a motion to adopt the changes to the text of the zoning ordinance, with the addition of substituting the word “conditional” for “permitted” in the language, as recommended by the City Attorney. Alderwoman Williams moved to approve. The motion was seconded by Alderman Powell, and a vote was taken thereon as follows:

Alderwoman Bates	Aye
Alderman Powell	Aye
Alderman Slay	Aye
Alderman Taylor	Absent
Alderwoman Williams	Aye

The Mayor declared the motion carried.

- 3) Proposed Ordinance: Alternate Nicotine Products**
- 4) Proposed Ordinance: Kratom, Synthetic Cocaine**
- 5) Proposed Ordinance: Special Events**
- 6) Proposed Ordinance: Alcoholic Beverages & Open Container**
- 7) Proposed Ordinance: Discharging a Firearm Within City Limits**
- 8) Proposed Ordinance: Security Camera System, Local Businesses**
- 9) Proposed Ordinance: Crime Stoppers**

The Mayor requested the Board table the above ordinances until the December meeting, on account of Alderman Taylor’s absence and that the ordinances are not particularly urgent in nature. The Mayor further explained that Alderman Taylor would like time to participate in the discussion of the items and to be present during consideration of adoption of the proposed ordinances.

The Mayor requested a motion to table Items C-3 through C-9 until December’s meeting. Alderman Slay moved to table until December. The motion was seconded by Alderman Powell. The Mayor then asked if there was any discussion and Alderwoman Williams requested that the Board reconsider and take the items up for adoption. With no formal motion to take the items up, the Mayor asked again for a vote to table, previously motioned by Alderman Slay and seconded by Alderman Powell. The vote was then taken thereon as follows:

Alderwoman Bates	Aye
Alderman Powell	Aye
Alderman Slay	Aye
Alderman Taylor	Absent
Alderwoman Williams	Nay

The Mayor declared the motion carried 3-1 and the items were tabled until December.

D) Discussion and Consideration: Restriping and Traffic Signal Adjustments, Gluckstadt and Weisenberger Road Intersection Improvements

The Mayor requested a motion to approve the restriping and traffic signal adjustment project at Gluckstadt and Weisenberger Road, and associated costs (refer to quotes). (Exhibit “H”). Alderman Slay moved to approve the consent agenda. The motion was seconded by Alderman Powell, and a vote was taken thereon as follows:

Alderwoman Bates	Aye
Alderman Powell	Aye
Alderman Slay	Aye
Alderman Taylor	Absent
Alderwoman Williams	Aye

The Mayor declared the motion carried.

E) Discussion and Consideration: Appointment of Secondary Public Defender by Judge Sims; Approval and Setting Pay for Individual

The Mayor requested a motion to approve the appointment of a secondary Public Defender by Judge John G. “Trae” Sims as needed (when conflicts arise) and the payment of \$200.00 per case (as allowed by statute) to compensate said Public Defender (in this particular case, Ed Williams was appointed by Judge Sims). (Exhibit “I”). Alderman Slay moved to approve the consent agenda. The motion was seconded by Alderwoman Bates, and a vote was taken thereon as follows:

Alderwoman Bates	Aye
Alderman Powell	Aye
Alderman Slay	Aye

Alderman Taylor	Absent
Alderwoman Williams	Aye

The Mayor declared the motion carried.

7. Old Business

A) Discussion and Consideration: Clarification for Record, Board of Alderman Pay (Payroll); P&Z Commission Pay (Per Diem); Election Commission Pay (Per Diem)

Mrs. Kellum briefly addressed the board to explain how board members are to be paid. She stated that Aldermen are to be paid through payroll and are subject to tax deductions and alternatively, Planning and Zoning Commission members and Election Commission members are to be paid a per diem (set by statute). She believed there may have been some confusion at a prior meeting when setting Board of Aldermen pay and wanted to make the clear distinction that Aldermen will not receive a per diem and will be paid through payroll.

No action taken.

B) Legal Update: Amendment of Road and Bridge MOU with County

The City Attorney provided a brief update on negotiations with Madison County concerning the Road and Bridge MOU currently in place. He stated he would have a revised draft prepared for board consideration at the December meeting after he consults with the county attorney.

No action taken.

C) Discussion and Consideration: Additional Supplemental Benefits Offered by BSX Insurance (Not Offered By SABC, Only AFLAC): Optional Life Insurance, Short-Term Disability and Long-Term Disability

The Mayor requested a motion to allow BSX Insurance to offer additional life and short-term disability insurance benefits to the city employees, should employees desire it. (Exhibit “J”). Alderman Slay moved to approve the consent agenda. The motion was seconded by Alderman Powell, and a vote was taken thereon as follows:

Alderwoman Bates	Aye
Alderman Powell	Aye
Alderman Slay	Aye
Alderman Taylor	Absent
Alderwoman Williams	Aye

The Mayor declared the motion carried.

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

A) General Update, City Administration Matters (Refer to Memo)

Mrs. Kellum presented an update to the board outlining tasks and accomplishments of the city administration since the October meeting.

No action taken.

B) Privilege License Report (Refer to Report)

Mrs. Kellum presented an update on privilege license revenue.

No action taken.

9. Planning and Zoning Matters (Mike McCollum) & Building Department Matters (William Hall)

A) Announcement of New Building Official Hire: William Hall (Replacing Jeff Williamson); General Update, City Planning and Zoning Matters (Refer to Memo)

Mayor Morrison recognized William Hall, the new Building Official for the City of Gluckstadt.

No action taken.

B) Permitting: Permitting Log Update (Refer to Report)

Mr. McCollum presented an updated permitting log and related revenues.

No action taken.

C) Planning and Zoning Meeting Minutes, October 25th (Refer to Draft)

No action taken.

D) Discussion and Consideration of Approval: Application for Conditional Use Permit, Cameron Hartley, Parcel # 082E-15-001/01 E. Church Road

Mr. McCollum provided a brief overview of the request for the conditional use permit (Exhibit “K”), public hearing and unanimous recommendation to approve the conditional use permit application by the Planning and Zoning Commission on October 25, 2022.

The Mayor requested a motion granting or denying the conditional use permit application for Cameron Hartley, Parcel # 082E-15-001/01 E Church Road. Alderman Powell made a motion to adopt an order granting the conditional use permit. The motion was seconded by Alderwoman Williams, and a vote was taken thereon as follows:

Alderwoman Bates	Aye
Alderman Powell	Aye
Alderman Slay	Aye
Alderman Taylor	Absent
Alderwoman Williams	Aye

The Mayor then declared the Motion carried.

E) Discussion and Consideration of Approval: Site Plan, Cameron Hartley, Parcel # 082E-15-001/01 E. Church Road

Mr. McCollum provided a brief overview of the site plan (Exhibit “L”), and the 3-1 recommendation to approve the site plan by the Planning and Zoning Commission on October 25, 2022. The Mayor requested a motion to approve the site plan. Alderman Slay moved to approve. The motion was seconded by Alderwoman Williams, and a vote was taken thereon as follows:

Alderwoman Bates	Aye
Alderman Powell	Aye
Alderman Slay	Aye
Alderman Taylor	Absent
Alderwoman Williams	Aye

The Mayor then declared the Motion carried.

F) Discussion and Consideration of Approval: Application for Rezoning, John Herring, 1011 Gluckstadt Road (R2 to C1 A)

Mr. McCollum provided a brief overview of the request for the rezoning permit (Exhibit “M”), public hearing and unanimous recommendation to approve the rezoning permit application by the Planning and Zoning Commission on October 25, 2022. The Mayor requested a motion granting or denying the rezoning permit application for John Herring, 1011 Gluckstadt Road (R2 to C1 A). Alderman Powell made a motion to adopt an order granting the rezoning permit. The motion was seconded by Alderman Slay, and a vote was taken thereon as follows:

Alderwoman Bates	Aye
Alderman Powell	Aye
Alderman Slay	Aye

Alderman Taylor	Absent
Alderwoman Williams	Aye

The Mayor then declared the Motion carried.

10. Police Chief, Police Department & Municipal Court Matters (Chief Wendell Watts)

A) Request to Formally Swear in Sergeant Timothy Hudson & Administer Oath

The Mayor administered the oath of office to Sergeant Timothy Hudson.

No action taken.

B) Request to Formally Swear in Sergeant Jeremy Slaven & Administer Oath

The Mayor administered the oath of office to Sergeant Jeremy Slaven.

No action taken.

C) Discussion and Consideration: Request to Extend Formal Employment Offer to Individual for Full Time Officer Position (Replacement of Officer John Ramsey)

Chief Watts requested the Board take this matter up last, and consider going into executive session, as a confidential personnel issue pertaining to the potential hiring of a candidate for police officer. The Mayor asked the minutes reflect the item was moved to “Item 12. Closed Session to Determine the Need for Executive Session”

No action taken.

11) Public Comment

No members of the public signed up to address the board or came forward.

No action taken.

12) Closed Session to Determine Need for Executive Session

The Board considered entering into closed session to determine whether to go into Executive Session. A motion was made by Alderman Slay to enter into closed session. The Motion was seconded by Alderwoman Bates and a vote was taken thereon as follows:

Alderwoman Bates	Aye
Alderman Powell	Aye
Alderman Slay	Aye
Alderman Taylor	Absent
Alderwoman Williams	Aye

The Mayor then declared the Motion carried.

The Board then considered entering into Executive Session. A motion was made by Alderman Powell to enter into Executive Session. The motion was seconded by Alderman Slay and a vote was taken thereon as follows:

Alderwoman Bates	Aye
Alderman Powell	Aye
Alderman Slay	Aye
Alderman Taylor	Absent
Alderwoman Williams	Aye

The Mayor then declared the Motion carried.

The board entered into an Executive Session. A public announcement was made that the Board had entered into Executive Session for transaction of business and discussion of personnel matters for the purpose of discussing the hiring of one (1) individual for the Police Department and to discuss the candidate’s qualifications for the position, as well as the consideration of a contract for land purchase, to build the Gluckstadt Police Department and Municipal Court.

A) Request for Approval to Extend Offer of Employment to One (1) Candidate for the Position of Police Officer

Motion was made by Alderman Slay to extend conditional offers of employment, setting the annual salary for the position of police officer at \$45,000, plus benefits to include PERS retirement and 100% employee coverage of BCBS health insurance benefits to one (1) candidate for Police Officer; Alderman Powell directed the Mayor and Chief of Police to provide an offer letter to the individual and note in the offer letters that the offer of employment was contingent upon successful passage of all background checks, drug testing, psychological testing and a polygraph examination, as required by the City Police Department. The motion was seconded by Alderman Powell and a vote was taken thereon as follows:

Alderwoman Bates	Aye
Alderman Powell	Aye
Alderman Slay	Aye
Alderman Taylor	Absent
Alderwoman Williams	Aye

The Mayor then declared the Motion carried.

B) Discussion of Contract for Land Purchase, Police Department and Municipal Court

The Mayor requested the Board approve a contract for land sale to purchase one (1) acre of land for the Police Department and Municipal Court to be built off Gluckstadt Way, at a purchase price of \$315,810.00, with the understanding that one (1) additional acre of land is to be donated in-kind to the city by the seller, next door to the proposed lot to be purchased (also valued at \$315,810.00), for a total of two (2) acres.

Alderman Slay made a motion, Alderman Powell seconded the motion, and a vote was taken thereon as follows:

Alderwoman Bates	Aye
Alderman Powell	Aye
Alderman Slay	Aye
Alderman Taylor	Absent
Alderwoman Williams	Aye

The Mayor then declared the Motion carried.

Within the Executive Session, a motion was made by Alderman Powell to leave Executive Session and re-enter Open Session. The motion was seconded by Alderwoman Williams and a vote was taken thereon as follows:

Alderwoman Bates	Aye
Alderman Powell	Aye
Alderman Slay	Aye
Alderman Taylor	Aye
Alderwoman Williams	Aye

The Mayor then declared the Motion carried.

A local developer made a presentation to the board concerning a proposed commercial development project for the city.

No action taken.

The Executive Session ended. A public announcement was made as to the actions taken by the Board. The name of the candidate would be announced at a later date, upon notification to current employer, and that the Board approved a contract for land sale to purchase one (1) acre of land for the Police Department and Municipal Court to be built off Gluckstadt Way, at a purchase price of \$315,810.00, with the understanding that one (1) additional acre of land is to be donated in-kind to the city by the seller, next door to the proposed lot to be purchased (also valued at \$315,810.00), for a total of two (2) acres. A press release will be forthcoming.

13) **Adjourn**

There being no further business before the Board of Aldermen, Alderman Slay made a motion to adjourn. The motion was seconded by Alderwoman Bates and a vote was taken thereon as follows:

Alderwoman Bates	Aye
Alderman Powell	Aye
Alderman Slay	Aye
Alderman Taylor	Aye
Alderwoman Williams	Aye

The Mayor then declared the Motion carried and the meeting adjourned at 8:23 pm.

WITNESS MY SIGNATURE, this the _____ day of _____ 2022.

WALTER C. MORRISON, IV.
MAYOR

ATTEST:

DATE:

LINDSAY D. KELLUM
CITY CLERK

[Seal

**SPECIAL CALLED MEETING OF THE MAYOR AND BOARD
OF ALDERMEN OF THE CITY OF GLUCKSTADT, MISSISSIPPI
MINUTES OF THE SECOND NOVEMBER MEETING OF THE MAYOR AND BOARD
OF ALDERMEN
TUESDAY, NOVEMBER 15, 2022, 5:30 P.M.**

The Mayor called the November 15, 2022, meeting of the Mayor and Board of Aldermen to order.

1. Call Meeting to Order and Roll Call

Present: Mayor Walter C. Morrison, Alderman John Taylor, Alderwoman Miya Warfield Bates, Alderman Jayce Powell, Alderman Wesley Slay, Alderwoman Lisa Williams, Deputy City Clerk Scott Maugh, Police Chief Wendell Watts, Assistant Police Chief Barry Hale and City Attorney Zachary Giddy; City Clerk Lindsay Kellum and City Attorney John Scanlon were absent.

The Mayor presented the *Notice & Agenda of the Special Called Meeting of the Mayor and Board of Aldermen of the City of Gluckstadt, Mississippi* acknowledged by all Aldermen. (Exhibit “A”).

No action taken.

2. Opening Prayer and Pledge of Allegiance

The meeting was opened with prayer by Zac Giddy, and the Pledge of Allegiance was led by Alderman Jayce Powell.

No action taken.

3. New Business

**A) Discussion and Consideration: Approval of Contract, Dean & Dean Architecture
(New Police Station and Municipal Court Build Out)**

The Mayor requested a motion to approve the Architectural Contract with Dean and Dean for building of the new police station and municipal court. (Exhibit “B”). Alderman Powell moved to approve. The motion was seconded by Alderman Slay, and a vote was taken thereon as follows:

Alderwoman Bates	Aye
Alderman Powell	Aye
Alderman Slay	Aye
Alderman Taylor	Aye
Alderwoman Williams	Aye

The Mayor declared the motion carried.

8. Adjourn

There being no further business before the Board of Aldermen, Alderman Slay made a motion to

adjourn. The motion was seconded by Alderwoman Williams and a vote was taken thereon as follows:

Alderwoman Bates	Aye
Alderman Powell	Aye
Alderman Slay	Aye
Alderman Taylor	Aye
Alderwoman Williams	Aye

The Mayor then declared the Motion carried and the meeting adjourned at 5:46 pm.

WITNESS MY SIGNATURE, this the _____ day of _____ 2022.

WALTER C. MORRISON, IV.
MAYOR

ATTEST:

DATE:

LINDSAY D. KELLUM
CITY CLERK

[Seal



Gluckstadt, MS

Section 4, Item B)

Docket of Claims Register

APPKT00083 - December 2022 Claims Docket

By Docket/Claim Number

Vendor #	Vendor Name	Docket/Claim #	Payable Type	Payable Date	Item Description	Account Number	Payment Amount
	Payable Number	Payable Description					Distribution Amount
00078	Axon Enterprise, Inc.	2023064					2,252.80
	INUS104175	Taser Contract Year 1 (Part 2 of 2)	Invoice	12/14/2022	Taser Contract Year 1 (Part 2 of 2)	001-200-90200	2,168.56
	INUS117325	TASER 7 HOLSTER - BLACKHAWK, LEFT H	Invoice	12/14/2022	TASER 7 HOLSTER - BLACKHAWK, LEFT H	001-200-90200	84.24
00006	Bear Creek Water Association	2023065					33.77
	112022	Monthly Water Bill	Invoice	12/14/2022	Monthly Water Bill	001-195-63003	33.77
00173	Brian McCarty	2023066					142.51
	112022McCarty	Travel Reimbursement - Undercover Op	Invoice	12/14/2022	Travel Reimbursement - Undercover Op	001-200-61000	142.51
00008	Bridge & Watson, Inc.	2023067					22,763.65
	112022	Financial Planning Services	Invoice	12/14/2022	Financial Planning Services	001-195-60101	22,763.65
00176	Canton Mac Haik	2023068					39,010.00
	INV0000265	Pickup Truck (Building/Pnz/Street)	Invoice	12/14/2022	Pickup Truck (Building/Pnz/Street)	001-190-91500	16,000.00
						001-280-91500	16,000.00
						001-301-91500	7,010.00
00010	Cascio Sanford Government Law G	2023069					2,500.00
	9721	December 2022 Lobbying Services	Invoice	12/14/2022	December 2022 Lobbying Services	001-195-60102	2,500.00
00011	CivicPlus, LLC	2023070					1,620.00
	246862	Agenda Minutes/Software	Invoice	12/14/2022	Agenda Minutes/Software 1/2	001-140-90500	1,620.00
00115	Core & Main	2023071					1,900.00
	R911004	CORE AND MAIN, ASPHALT - 50 BAGS	Invoice	12/14/2022	CORE AND MAIN, ASPHALT - 50 BAGS	001-301-55904	1,900.00
00119	Crystal Clean	2023072					2,850.00
	46581	Street Sweeping Services - Nov 2022	Invoice	12/14/2022	Street Sweeping Services - Nov 2022	001-301-68600	2,850.00
00017	Cspire Business	2023073					1,186.48
	092022 102022	Ipad and Mobile Hotspots - Sept. Oct 20	Invoice	12/14/2022	Ipad and Mobile Hotspots - Oct	001-100-60600	343.30
						001-120-60600	68.66
						001-200-60600	774.52
00021	Executive Landscape	2023074					285.00
	112022	Monthly Landscaping Services	Invoice	12/14/2022	Monthly Landscaping Services	001-195-68600	285.00
00023	Fuelman	2023075					3,625.23
	NP63433527	Gas and Oil - PD and PW	Invoice	12/14/2022	Gas and Oil - PD and PW	001-200-52500	3,542.72
						001-301-52500	82.51
00103	Henry Davis	2023076					698.62
	112022	Reimb. for Labor and Mileage - PW Servi	Invoice	12/14/2022	Reimb. for Labor and Mileage - PW Servi	001-301-60101	698.62

Docket of Claims Register

APPKT00083 - Decem

Section 4, Item B)

Vendor #	Vendor Name	Docket/Claim #	Payable Type	Payable Date	Item Description	Account Number	Payment Amount
Vendor #	Payable Number	Payable Description					Distribution Amount
00026	International Code Council	2023077					51.00
	1001537328	EC-'17 ICC A117	Invoice	12/14/2022	EC-'17 ICC A117	001-280-55903	51.00
00029	It's Vinyl Y'all	2023078					4,775.00
	202200074	City Hall Front Door Lettering, Dept. Hea	Invoice	12/14/2022	City Hall Front Door Lettering, Dept. Hea	001-195-62000	75.00
	202200088	PnZ/Bldg 2022 Dodge Ram Lettering	Invoice	12/14/2022	PnZ/Bldg 2022 Dodge Ram Lettering	001-190-62000	162.50
						001-280-62000	162.50
	5668	2022 Dodge Durango (2nd set) Striping	Invoice	12/14/2022	Vehicle Graphics	001-200-91500	4,375.00
00145	Jackson Paper Company	2023079					274.20
	1314827	Paper Supply Replenishment Order	Invoice	12/14/2022	Paper Supply Replenishment Order	001-195-50000	274.20
00167	Madison Aesthetic and Family Mec	2023080					20.00
	122022PLRefund	Privilege License Overpayment Refund	Invoice	12/14/2022	Privilege License Overpayment Refund	001-000-22001	20.00
00035	Madison County Board of Supervis	2023081					976.00
	112022Debris	Monthly Debris and Limb Pickup	Invoice	12/14/2022	Monthly Debris and Limb Pickup	001-301-68000	976.00
00178	Madison County Sheriff's Office	2023082					1,326.27
	GP-1022	Monthly Inmate Housing	Invoice	12/14/2022	Monthly Inmate Housing	001-200-68301	1,302.00
	GP-M1022	Monthly Inmate Medical	Invoice	12/14/2022	Monthly Inmate Medical	001-200-68301	24.27
00038	MAGCOR (formerly MPIC, INC)	2023083					501.80
	126295	Custom Printing, Business Cards, Notebo	Invoice	12/14/2022	Business Cards - Court & PD	001-110-62000	190.00
						001-200-62000	76.00
					Custom Notebooks - Court & PD	001-110-62000	70.00
						001-200-62000	28.00
					Door Hardware - Court	001-110-92100	79.80
	126436	Envelopes 24#10, Regular White	Invoice	12/14/2022	Envelopes 24#10, Regular White	001-195-50000	58.00
00172	Magnolia Shredding LLC	2023084					100.00
	2030	Monthly Shredding Invoice - Dec 2022	Invoice	12/14/2022	Monthly Shredding Invoice - Dec 2022	001-195-69900	100.00
00041	Matrix Solutions, Inc	2023085					5,723.75
	10581	Licenses, Software, and Server Managen	Invoice	12/14/2022	Datto Siris 5x	001-195-68800	200.00
					Managed Device + Standard Security Sui	001-195-68800	440.00
					Managed Infrastructure - New	001-195-68800	250.00
					Managed Server per Site	001-195-68800	250.00
					Managed User	001-195-68800	1,200.00
	10583	Wiring Job	Invoice	12/14/2022	Wiring Job	001-195-68800	450.00
	10595	Credit Card machine Cable	Invoice	12/14/2022	Credit Card machine Cable	001-195-90400	37.75
	10596	PD Laptops	Invoice	12/14/2022	Dell Latitude 3420 Laptops	001-200-90300	1,914.00
	10602	Monthly Licenses and Software	Invoice	12/14/2022	Acrobat Pro DC	001-195-68800	180.00
					Echange Online (Plan 1)	001-195-68800	64.00
					Eset Endpoint Antiviurs - MO	001-195-68800	108.00
					Office 365 w/Office, Email	001-195-68800	630.00

Docket of Claims Register

APPKT00083 - Decem

Section 4, Item B)

Vendor #	Vendor Name	Docket/Claim #	Payable Type	Payable Date	Item Description	Account Number	Payment Amount
Vendor #	Payable Number	Payable Description					Distribution Amount
00045	Mills, Scanlon, Dye & Pittman, Attc	2023086					15,846.71
	112022Court	Monthly Court Legal Services - Nov 2022	Invoice	12/14/2022	Monthly Court Legal Services - Nov 2022	001-110-60301	1,200.00
	112022General	Monthly Gen. Legal Services and Retainr	Invoice	12/14/2022	Monthly General Legal Services - Nov 20	001-195-60301	13,200.24
	112022PnZ	Monthly PnZ Legal Services - Nov 2022	Invoice	12/14/2022	Monthly PnZ Legal Services - Nov 2022	001-190-60301	1,446.47
00104	Nicholas Rushton	2023087					630.00
	112022	Reimb. of Labor - PW Services	Invoice	12/14/2022	Reimb. of Labor - PW Services	001-301-60101	630.00
00120	Oak Hall Industries, LP	2023088					913.90
	3944545	Judicial Robes, New Appointees - Munici	Invoice	12/14/2022	Judicial Robes, New Appointees - Munici	001-110-53500	913.90
00052	Office Depot Business Solutions LL	2023089					399.99
	279469648001	Serta High Back Chair (item# 836787)	Invoice	12/14/2022	Serta High Back Chair (item# 836787)	001-280-92100	399.99
00152	OP Plus	2023090					669.54
	998935 - 998935-1	OP Plus, P&Z Supplemental, Storage & F	Invoice	12/14/2022	Credit Memo	001-110-50000	-7.26
					OP Plus, 10017, Holder, Form 8.5x12	001-190-50000	39.54
						001-280-50000	39.54
					OP Plus, 3082, File, Roll Storage, Mobile,	001-190-50000	298.86
						001-280-50000	298.86
00054	Phelps Dunbar	2023091					3,720.00
	1267933	General Labor & Employment - Sept. 202	Invoice	12/14/2022	General Labor & Employment - Sept. 202	001-195-60302	3,440.00
	1274617	General Labor & Employment - October	Invoice	12/14/2022	General Labor & Employment - October	001-195-60302	280.00
00057	Robert J Young Company	2023092					757.71
	INV6010068	Canon Copier Billing - Base & Overages	Invoice	12/14/2022	Canon Copier Billing	001-195-64000	334.20
	INV6047851	Canon Copier Billing and Overages	Invoice	12/14/2022	Canon Copier Billing and Overages	001-195-64000	423.51
00058	Scott Insurance Services LLC	2023093					3,660.00
	45596	2022 Dodge Ram Insurance Premium	Invoice	12/14/2022	2022 Dodge Ram Insurance Premium	001-190-62500	313.00
						001-280-62500	313.00
	45597	Auto Insurane Premium - 5 Durangos	Invoice	12/14/2022	Auto Insurane Premium - 5 Durangos	001-200-62500	3,034.00
00154	Southern Benefits Administrators	2023094					200.00
	22111002300000	Cafeteria Plan Billing - November 2022	Invoice	12/14/2022	Cafeteria Plan Billing - November 2022	001-195-60003	100.00
	2211220230000	Cafeteria Plan Billing - December 2022	Invoice	12/14/2022	Cafeteria Plan Billing - December 2022	001-195-60003	100.00
00060	Southern Connection Police Suppli	2023095					1,562.40
	23553	Glock 45 180 AMGLO 9MM	Invoice	12/14/2022	Glock 45	001-200-90200	428.50
	23683	PD Caps	Invoice	12/14/2022	Flexrs Airvent Adjustable Cap (Oversize)	001-200-53500	47.97
					Flexrs Airvent Adjustable Cap (Regular)	001-200-53500	111.93
	23696	Officer Jackets - McCarty and Tucker	Invoice	12/14/2022	Blauer Softshell Fleece Jacket - McCarty	001-200-53500	139.00
					F/T Softshell Tactix (Parka) - Tucker	001-200-53500	109.99
	23707	Hudson Hi-Lite Carrier - Hudson	Invoice	12/14/2022	Hudson Hi-Lite Carrier	001-200-53500	725.00
	INV0000240	Glock 45s (Trade-ins)	Invoice	12/14/2022	Glock 45s	001-200-90200	0.01
00174	Southern Electric Corp of MS	2023096					705.87
	105167	Added Receptacles for TVs	Invoice	12/14/2022	Added Receptacles for TVs	001-195-69900	705.87

Docket of Claims Register

APPKT00083 - Decem

Section 4, Item B)

Vendor #	Vendor Name	Docket/Claim #	Payable Type	Payable Date	Item Description	Account Number	Payment Amount
Vendor #	Payable Number	Payable Description					Distribution Amount
00061	Stantec Consulting Services Inc (SC	2023097					10,021.00
	2003874	General Engineering Services - Oct 2022	Invoice	12/14/2022	General Engineering Services - Oct 2022	001-301-60202	1,298.00
	2003875	Road Traffic Study Billing - Oct 2022	Invoice	12/14/2022	Road Traffic Study Billing - Oct 2022	001-301-60203	8,723.00
00118	Storage Max	2023098					924.00
	58385	Monthly Storage Rentals - Dec 2022	Invoice	12/14/2022	Monthly Storage Rentals - Dec 2022	001-301-68201	924.00
00062	Terminex Commercial	2023099					167.00
	19630374447	Pest Control - November 2022	Invoice	12/14/2022	Pest Control	001-195-68100	167.00
00063	Trustcare Health, LLC	2023100					300.00
	6356K19538	Drug Test - PD and Court Employees	Invoice	12/14/2022	Drug Test - Canoy	001-110-60401	50.00
					Drug Test - Flynt	001-200-60401	50.00
					Drug Test - Graham	001-200-60401	50.00
					Drug Test - Hudson	001-200-60401	50.00
					Drug Test - Minninger	001-200-60401	50.00
					Drug Test - Slaven	001-200-60401	50.00
00064	Tyler Technologies, Inc.	2023101					17,511.17
	025-397232	Court and Payroll Config. and Training	Invoice	12/14/2022	Court and Payroll Config. and Training	001-195-68800	6,352.50
	025-400056	AR Configuration and Court Training	Invoice	12/14/2022	AR Configuration and Court Training	001-195-68800	3,570.00
	025-400481	Project Management - Court	Invoice	12/14/2022	Project Management - Court	001-195-68800	1,500.00
	025-401255	AR Configuration	Invoice	12/14/2022	AR Configuration	001-195-68800	2,100.00
	130-132192	Public Safety Reporting Tool/Printer Kit/	Invoice	12/14/2022	Public Safety Reporting Tool/Printer Kit/	001-195-68800	2,771.00
	130-132361	Hosting Fee	Invoice	12/14/2022	Hosting Fee	001-195-68800	467.67
	130-132413	Public Safety Hosting Fee	Invoice	12/14/2022	Public Safety Hosting Fee	001-195-68800	750.00
00097	University of MS, MS Law Research	2023102					89.00
	5927	Handbook for Judges, Clerks, Prosecutor	Invoice	12/14/2022	Handbook for Judges, Clerks, Prosecutor	001-200-50500	40.00
					MFHB Thumb Drive	001-200-50500	5.00
					Motoer Vehicle and Traffic. Reg. Pockett	001-200-50500	20.00
					The MS law Enforcement Officer's Handl	001-200-50500	24.00
00071	Warner, Inc.	2023103					450.00
	0093406	Monthly Janitorial Services	Invoice	12/14/2022	Monthly Janitorial Services	001-195-69900	450.00
00075	Wayne Brown	2023104					600.00
	112022HudsonSlaven	Polygraph Exams - Hudson/Slaven	Invoice	12/14/2022	Polygraph Exams - Hudson/Slaven	001-200-60402	300.00
	112022Jones	Polygraph Exam - Jones	Invoice	12/14/2022	Polygraph Exam - Jones	001-200-60402	150.00
	112022Williams	Williams Polygraph	Invoice	12/14/2022	Williams Polygraph	001-200-60402	150.00
00175	William Hall	2023105					337.43
	122022	Hall Travel Reimbursement	Invoice	12/14/2022	Hall Travel Reimbursement	001-280-61000	337.43
Total Claims: 42						Total Payment Amount:	152,081.80

City of Gluckstadt						
December 13, 2022 Claims Docket (2023-02), OTHER PAYEMENTS (RECURRING) FINAL						
CLAIM NO.	DATE RECEIVED	VENDOR / EMPLOYEE NAME	PAYABLE DESCRIPTION	ACCOUNT NUMBER	PAYMENT AMOUNT	TOTAL PAYMENT
OTHER	11/21/2022	CENTERPOINT ENTERGY	EFT PAYMENT (MONTHLY BILL:DUE 12/5/22) *PAID 12/1/2022*	001-195-630	\$33.10	\$33.10
OTHER	11/18/2022	ENTERGY	EFT PAYMENT : POWER & ENERGY SERVICE, CITY HALL OCT 2022 METER READING (MONTHLY BILL DUE 12/15/22) *PAID 12/1/2022*	001-195-630	\$477.38	\$477.38
OTHER	11/3/2022	CSPIRE BUSINESS	EFT PAYMENT: CITY HALL TELEPHONES (MONTHLY)	001-195-605	\$785.07	\$785.07
OTHER	11/10/2022	CITY EMPLOYEE PAYROLL	10/27/22 - 11/8/22 PAY PERIOD (11/10/22 PAY DATE)	001-110-410;001-140-410; 001-190-410; 001-200-410; 001-280-410; 001-280-6102	\$27,831.76	\$27,831.76
OTHER	12/1/2022	BLUE CROSS BLUE SHIELD OF MISS.	EFT PAYMENT: EMPLOYEE INSURANCE, MONTHLY PREMIUM (NOVEMBER 2022) *PAID, 12/1/22*	001-110-480; 001-140-480; 001-190-480; 001-200-480;001-280-480	\$13,287.53	\$13,287.53
OTHER	12/1/2022	KELLY DABBS COMMERCIAL, LLC	DECEMBER RENT (LEASE PAYMENT) *PAID, 12/2/22*	001-195-683	\$8,292.99	\$8,292.00
OTHER	12/8/2022	IRS	EFT: EMPLOYEE WITHHOLDINGS, PAYROLL TAXES: FEDERAL (NOVEMBER 2022) *12/8/22	001-110-440/470/471 001-140-440/470/471; 001-190-440/470/471; 001-200-440/470/471; 001-280-440/470/471	\$16,789.04	\$16,789.04
OTHER	12/8/2022	MDOR	EFT, EMPLOYEE WITHHOLDINGS, PAYROLL TAXES: STATE (NOVEMBER 2022) *PAID 12/8/22	001-110-450; 001-140-450; 001-190-450; 001-200-450; 001-280-450	\$2,349.00	\$2,349.00
OTHER	12/1/2022	PUBLIC EMPLOYEES RETIREMENT SYSTEM	EFT: RETIREMENT CONTRIBUTIONS (OCTOBER 2022) *PAID, 12/1/22*	001-110-480; 001-140-480; 001-190-480; 001-200-480;001-280-480	\$21,160.70	\$21,160.70
OTHER	11/23/2022	CITY EMPLOYEE PAYROLL	11/10/2022 - 11/23/22 PAY PERIOD (11/23/22 PAY DATE)	001-110-410;001-140-410; 001-190-410; 001-200-410; 001-280-410; 001-280-6102	\$31, 816.32	\$31,816.32
OTHER	11/23/2022	BOARD OF ALDERMEN PAYROLL	DECEMBER BOARD OF ALDERMEN PAY (\$500 PER MONTH) (\$SPLIT BETWEEN 11/10 & 11/23 PAYROLLS)	001-100-410	\$2,307.70	\$2,307.70
OTHER	12/1/2022	PLANNING AND ZONING COMMISSION MEMBERS PAYROLL	NOVEMBER PLANNING AND ZONING COMMISSION MEMBERS PAYROLL (\$120 PER MEETING); *MYRICKS ABSENT*	001-190-601	\$600.00	\$600.00
OTHER	12/1/2022	JUDGE TRAE SIMS	MONTHLY PAYMENT, LEGAL SERVICES - MUNICIPAL COURT (DECEMBER COURT SERVICES)	001-110-60101	\$1,200.00	\$1,200.00
OTHER	12/1/2022	PUBLIC DEFENDER DEVIN WHITT	MONTHLY PAYMENT, LEGAL SERVICES - MUNICIPAL COURT (DECEMBER COURT SERVICES)	001-110-60201	\$1,200.00	\$1,200.00
OTHER	12/1/2022	DEPARTMENT OF FINANCE & ADMINISTRATION	COURT PORTION(S) SUBMITTED TO DFA FOR DISPERSAL (NOVEMBER REPORTING)	001-000-331	\$6,026.75	\$6,026.75
OTHER	12/1/2022	DEPARTMENT OF PUBLIC SAFETY	COURT PORTION(S) SUBMITTED TO DFA FOR DISPERSAL (NOVEMBER REPORTING)	001-000-331	\$104.00	\$104.00
						\$132,964.80



Gluckstadt, MS

Payable Detail by Vendor Name

Section 4, Item B)

Packet: APPKT00070 - December Payable Packet, Other (Rent, Judges, P&Z, Court Assessments)

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
Payable Description	Bank Code				On Hold					

Vendor: [00166 - Andrew Duggar](#)

Vendor Total: 120.00

Primary Address: Andrew Duggar
184 Smith Carr Road
Canton, MS 39046-

DM0000010	Debit Memo	12/2/2022	12/2/2022	12/2/2022	12/2/2022	120.00	0.00	0.00	0.00	120.00
Recurring Expense - P&Z Comm. Pay, 11.22.22		1 - Primary Bank			No					

Mtg

Payable Address: Andrew Duggar
184 Smith Carr Road
Canton, Mississippi 39046-

Notes: P&Z Comm. Pay, 11.22.22

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Recurring Expense - P&Z Comm. Pay, 11.22.22 Mtg	Service	0.00	0.00	120.00	0.00	0.00	0.00	120.00

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
001-190-60103	P&Z COMMISSION COMPENSATION		120.00	100.00%

Payable Register

Packet: APPKT00070 - December Payable Packet, Other (Rent, Judges, P&Z Court Assessments)

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Section 4, Item B	al
Payable Description	Bank Code				On Hold					

Vendor: [00160 - Charles Phillips King](#)

Vendor Total: 120.00

Primary Address: 203 PLANTERS COVE
MADISON, MS 39110-

DM0000008	Debit Memo	12/2/2022	12/2/2022	12/2/2022	12/2/2022	120.00	0.00	0.00	0.00	120.00
Recurring Expense - P&Z Comm. Pay, 11.22.22 1 - Primary Bank Mtg										
No										

Payable Address: 203 PLANTERS COVE
MADISON, Mississippi 39110-

Notes: P&Z Commission Pay, 11.22.22 Mtg

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Recurring Expense - P&Z Comm. Pay, 11.22.22 Mtg	Service	0.00	0.00	120.00	0.00	0.00	0.00	120.00

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
001-190-60103	P&Z COMMISSION COMPENSATION		120.00	100.00%

Payable Register

Packet: APPKT00070 - December Payable Packet, Other (Rent, Judges, P&Z Court Assessments)

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Section 4, Item B	al
Payable Description	Bank Code				On Hold					

Vendor: [00162 - David Boackle](#)

Vendor Total: 120.00

Primary Address: P.O. Box 1524
Jackson, MS 39215-

DM0000006	Debit Memo	12/2/2022	12/2/2022	12/2/2022	12/2/2022	120.00	0.00	0.00	0.00	120.00
Recurring Expense, P&Z Comm. Pay, 11.22.22 1 - Primary Bank Mtg										
						No				

Payable Address: P.O. Box 1524
Jackson, Mississippi 39215-

Notes: P&Z Commission Pay, 11.22.22

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Recurring Expense, P&Z Comm. Pay, 11.22.22 Mtg	Service	0.00	0.00	120.00	0.00	0.00	0.00	120.00

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
001-190-60103	P&Z COMMISSION COMPENSATION		120.00	100.00%

Payable Register

Packet: APPKT00070 - December Payable Packet, Other (Rent, Judges, **27** Court Assessments)

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Section 4, Item B	al
Payable Description	Bank Code				On Hold					

Vendor: [00135 - John G. Sims, III](#)

Vendor Total: 1,200.00

Primary Address: P.O. Box 396
Ridgeland, MS 39158-

INV0000201	Invoice	12/2/2022	12/2/2022	12/2/2022	12/2/2022	1,200.00	0.00	0.00	0.00	1,200.00
December Court Services, Judge	1 - Primary Bank				No					

Payable Address: P.O. Box 396
Ridgeland, Mississippi 39158-

Notes: December Court Services, Judge Sims

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
December Court Services, Judge	Service	0.00	0.00	1,200.00	0.00	0.00	0.00	1,200.00

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
001-110-60101	JUDGE (ONE)		1,200.00	100.00%

Payable Register

Packet: APPKT00070 - December Payable Packet, Other (Rent, Judges, ~~PR-7 Court Assessments~~)

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Section 4, Item B) al	
Payable Description	Bank Code				On Hold					

Vendor: [00032 - Kelly Dabbs Commercial, LLC](#)

Vendor Total: 8,292.00

Primary Address: 1042 Gluckstadt Road, Ste B
Madison, MS 39110

INV0000199	Invoice	12/2/2022	12/2/2022	12/2/2022	12/2/2022	8,292.00	0.00	0.00	0.00	8,292.00
December Rent Payment, City Hall (Kelly Dabbs LLC)			1 - Primary Bank	No						

Payable Address: 1042 Gluckstadt Road, Ste B
Madison, Mississippi 39110

Notes: December Rent Payment

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
December Rent Payment, City Hall (Kelly Dabbs LLC)	Service	0.00	0.00	8,292.00	0.00	0.00	0.00	8,292.00

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
001-195-68300	BUILDING RENT		8,292.00	100.00%

Payable Register

Packet: APPKT00070 - December Payable Packet, Other (Rent, Judges, ~~PP-7 Court Assessments~~)

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Section 4, Item B	al
Payable Description	Bank Code				On Hold					

Vendor: [00134 - M. Devin Whitt, PLLC](#)

Vendor Total: 1,200.00

Primary Address: 774 Avery Boulevard North
Ridgeland, MS 39157-

INV0000200	Invoice	12/2/2022	12/2/2022	12/2/2022	12/2/2022	1,200.00	0.00	0.00	0.00	1,200.00
December Court Services, Public Defender	1 - Primary Bank				No					

Payable Address: 774 Avery Boulevard North
Ridgeland, Mississippi 39157-

Notes: December Court Services, Public Defender

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
December Court Services, Public Defender	Service	0.00	0.00	1,200.00	0.00	0.00	0.00	1,200.00

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
001-110-60201	ATTORNEY/FIRM 1		1,200.00	100.00%

Payable Register

Packet: APPKT00070 - December Payable Packet, Other (Rent, Judges, P&Z Court Assessments)

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Section 4, Item B)	al
Payable Description	Bank Code				On Hold					

Vendor: [00149 - Melanie Greer](#)

Vendor Total: 120.00

Primary Address: Commissioner Melanie Greer
105 Lexington Drive, Ste. E
Madison, MS 39110-

DM0000007	Debit Memo	12/2/2022	12/2/2022	12/2/2022	12/2/2022	120.00	0.00	0.00	0.00	120.00
Recurring Expense - P&Z Comm. Pay, 11.22.22		1 - Primary Bank	No							

Payable Address: Commissioner Melanie Greer
105 Lexington Drive, Ste. E
Madison, Mississippi 39110-

Notes: P&Z Comm. Pay, 11.22.22

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Recurring Expense - P&Z Comm. Pay, 11.22.22	Service	0.00	0.00	120.00	0.00	0.00	0.00	120.00

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
001-190-60103	P&Z COMMISSION COMPENSATION		120.00	100.00%

Payable Register

Packet: APPKT00070 - December Payable Packet, Other (Rent, Judges, **27 - Court Assessments**)

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Section 4, Item B	al
Payable Description	Bank Code				On Hold					

Vendor: [00139 - Mississippi Department of Pubic Safety](#)

Vendor Total: 104.00

Primary Address: Comptroller's Office
PO Box 958
Jackson, MS 39205-0958

INV0000203	Invoice	12/2/2022	12/2/2022	12/2/2022	12/2/2022	104.00	0.00	0.00	0.00	104.00
November Court Assessment, Crimestoppers		1 - Primary Bank			No					

Payable Address: Comptroller's Office
PO Box 958
Jackson, Mississippi 39205-0958

Notes: November Assesment, Crimestoppers

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
November Court Assessment, Crimestoppers	Service	0.00	0.00	104.00	0.00	0.00	0.00	104.00

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
001-000-33000	STATE ASSESSMENTS		104.00	100.00%

Payable Register

Packet: APPKT00070 - December Payable Packet, Other (Rent, Judges, P&Z Court Assessments)

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Section 4, Item B	al
Payable Description	Bank Code				On Hold					

Vendor: [00164 - Sam McGaugh](#)

Vendor Total: 120.00

Primary Address: 158 Lakeshire Parkway South
Canton, MS 39046-

DM0000009	Debit Memo	12/2/2022	12/2/2022	12/2/2022	12/2/2022	120.00	0.00	0.00	0.00	120.00
P&Z Comm. Pay, 11.22.22 Mtg	1 - Primary Bank				No					

Payable Address: 158 Lakeshire Parkway South
Canton, Mississippi 39046-

Notes: P&Z Commission Pay, 11.22.22

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
P&Z Comm. Pay, 11.22.22 Mtg	Service	0.00	0.00	120.00	0.00	0.00	0.00	120.00

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
001-190-60103	P&Z COMMISSION COMPENSATION		120.00	100.00%

Payable Register

Packet: APPKT00070 - December Payable Packet, Other (Rent, Judges, ~~PP-7 - Court Assessments~~)

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Section 4, Item B)	al
Payable Description	Bank Code				On Hold					

Vendor: [00138 - State General Fund \(DFA\)](#)

Vendor Total: 6,025.00

Primary Address: 501 North West Street, Ste. 1301
Jackson, MS 39201-

INV0000202	Invoice	12/2/2022	12/2/2022	12/2/2022	12/2/2022	6,025.00	0.00	0.00	0.00	6,025.00
November Court Assessments, Settlement	1 - Primary Bank				No					

Payable Address: 501 North West Street, Ste. 1301
Jackson, Mississippi 39201-

Notes: Settlement, November

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
November Court Assessments, Settlement	Service	0.00	0.00	6,025.00	0.00	0.00	0.00	6,025.00

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
001-000-33000	STATE ASSESSMENTS		6,025.00	100.00%

Payable Summary

Type	Count	Gross	Tax	Shipping	Discount	Total	Manual Payment	Balance
Debit Memo	5	600.00	0.00	0.00	0.00	600.00	0.00	600.00
Invoice	5	16,821.00	0.00	0.00	0.00	16,821.00	0.00	16,821.00
Grand Total:		17,421.00	0.00	0.00	0.00	17,421.00	0.00	17,421.00

Account Summary

Account	Name	Amount
001-000-33000	STATE ASSESSMENTS	6,129.00
001-110-60101	JUDGE (ONE)	1,200.00
001-110-60201	ATTORNEY/FIRM 1	1,200.00
001-190-60103	P&Z COMMISSION COMPENSATION	600.00
001-195-68300	BUILDING RENT	8,292.00
Total:		17,421.00



Payroll Summary Register

Gluckstadt, MS

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Section 4, Item B)

Employee Pay Summary

Packet PYPKT00069 - 11.23.22 Payroll

Pay Period: 11/10/2022 - 11/23/2022

Payroll Set 01 - City of Gluckstadt, MS

Department 100 - LEGISLATIVE-BOARD

Employee [0021](#) BATES, MIYA

Total Earnings	230.77	Total Benefit Allowances	0.00	Input Type	Regular
Total Deductions	0.00	Total Employer Expenses	59.91		
Total Taxes	52.98				
<hr/>					
Net Pay	177.79	Total Direct Deposits	177.79		
		Total Check Amount	0.00		

Employee [0023](#) POWELL, JAYCE

Total Earnings	230.77	Total Benefit Allowances	0.00	Input Type	Regular
Total Deductions	0.00	Total Employer Expenses	59.91		
Total Taxes	52.98				
<hr/>					
Net Pay	177.79	Total Direct Deposits	177.79		
		Total Check Amount	0.00		

Employee [0025](#) SLAY, RICHARD

Total Earnings	230.77	Total Benefit Allowances	0.00	Input Type	Regular
Total Deductions	0.00	Total Employer Expenses	59.91		
Total Taxes	52.98				
<hr/>					
Net Pay	177.79	Total Direct Deposits	177.79		
		Total Check Amount	0.00		

Employee [0024](#) TAYLOR, JOHN

Total Earnings	230.77	Total Benefit Allowances	0.00	Input Type	Regular
Total Deductions	0.00	Total Employer Expenses	59.91		
Total Taxes	52.98				
<hr/>					
Net Pay	177.79	Total Direct Deposits	177.79		
		Total Check Amount	0.00		

Packet PYPKT00069 - 11.23.22 Payroll
 Payroll Set 01 - City of Gluckstadt, MS
 Employee 0022 WILLIAMS, LISA

Pay Period: 11/10/2022 - 11/23/2022

Total Earnings	<u>230.77</u>	Total Benefit Allowances	<u>0.00</u>	Input Type	Regular
Total Deductions	<u>0.00</u>	Total Employer Expenses	<u>59.91</u>		
Total Taxes	<u>52.98</u>				
		Total Direct Deposits	<u>177.79</u>		
Net Pay	177.79	Total Check Amount	0.00		

Department 110 - JUDICIAL/MUNICIPAL COURT

Employee 0015 BURTON - GERLACH, STEPHANIE

Total Earnings	<u>1,923.08</u>	Total Benefit Allowances	<u>0.00</u>	Input Type	Regular
Total Deductions	<u>470.97</u>	Total Employer Expenses	<u>717.76</u>		
Total Taxes	<u>218.51</u>				
		Total Direct Deposits	<u>1,233.60</u>		
Net Pay	1,233.60	Total Check Amount	0.00		

Employee 0017 CANOY, LAUREN

Total Earnings	<u>1,615.39</u>	Total Benefit Allowances	<u>0.00</u>	Input Type	Regular
Total Deductions	<u>168.65</u>	Total Employer Expenses	<u>419.94</u>		
Total Taxes	<u>275.07</u>				
		Total Direct Deposits	<u>1,171.67</u>		
Net Pay	1,171.67	Total Check Amount	0.00		

Department 140 - ADMINISTRATION - FINANCIAL

Employee 0003 BROOKS, JANET

Total Earnings	<u>1,514.62</u>	Total Benefit Allowances	<u>0.00</u>	Input Type	Regular
Total Deductions	<u>243.03</u>	Total Employer Expenses	<u>802.93</u>		
Total Taxes	<u>231.90</u>				
		Total Direct Deposits	<u>1,039.69</u>		
Net Pay	1,039.69	Total Check Amount	0.00		

Packet PYPKT00069 - 11.23.22 Payroll
 Payroll Set 01 - City of Gluckstadt, MS
 Employee 0001 KELLUM, LINDSAY

Pay Period: 11/10/2022 - 11/23/2022

Total Earnings	<u>3,028.83</u>	Total Benefit Allowances	<u>0.00</u>	Input Type	Regular
Total Deductions	<u>479.37</u>	Total Employer Expenses	<u>979.19</u>		
Total Taxes	<u>515.34</u>				
		Total Direct Deposits	<u>2,034.12</u>		
Net Pay	2,034.12	Total Check Amount	0.00		

Employee 0008 MAUGH, FRANKLIN

Total Earnings	<u>1,846.16</u>	Total Benefit Allowances	<u>0.00</u>	Input Type	Regular
Total Deductions	<u>398.75</u>	Total Employer Expenses	<u>667.02</u>		
Total Taxes	<u>243.44</u>				
		Total Direct Deposits	<u>1,203.97</u>		
Net Pay	1,203.97	Total Check Amount	0.00		

Department 190 - PLANNING & ZONING

Employee 0005 MCCOLLUM, JOHN

Total Earnings	<u>1,803.75</u>	Total Benefit Allowances	<u>0.00</u>	Input Type	Regular
Total Deductions	<u>0.00</u>	Total Employer Expenses	<u>137.70</u>		
Total Taxes	<u>265.35</u>				
		Total Direct Deposits	<u>1,538.40</u>		
Net Pay	1,538.40	Total Check Amount	0.00		

Employee 0011 SMITH, BRIDGETTE

Total Earnings	<u>2,076.92</u>	Total Benefit Allowances	<u>0.00</u>	Input Type	Regular
Total Deductions	<u>396.64</u>	Total Employer Expenses	<u>952.70</u>		
Total Taxes	<u>229.14</u>				
		Total Direct Deposits	<u>1,451.14</u>		
Net Pay	1,451.14	Total Check Amount	0.00		

Packet PYPKT00069 - 11.23.22 Payroll
 Payroll Set 01 - City of Gluckstadt, MS
 Department 200 - POLICE

Pay Period: 11/10/2022 - 11/23/2022

Employee 0014 BOWMAN, SAGE

Total Earnings	<u>2,008.69</u>	Total Benefit Allowances	<u>0.00</u>	Input Type	Regular
Total Deductions	<u>246.12</u>	Total Employer Expenses	<u>705.18</u>		
Total Taxes	<u>363.28</u>				
		Total Direct Deposits	<u>1,399.29</u>		
Net Pay	1,399.29	Total Check Amount	0.00		

Employee 0004 HALE, BARRY

Total Earnings	<u>2,538.47</u>	Total Benefit Allowances	<u>0.00</u>	Input Type	Regular
Total Deductions	<u>272.82</u>	Total Employer Expenses	<u>921.28</u>		
Total Taxes	<u>420.81</u>				
		Total Direct Deposits	<u>1,844.84</u>		
Net Pay	1,844.84	Total Check Amount	0.00		

Employee 0019 HUDSON, TIMOTHY

Total Earnings	<u>2,583.33</u>	Total Benefit Allowances	<u>0.00</u>	Input Type	Regular
Total Deductions	<u>267.17</u>	Total Employer Expenses	<u>670.31</u>		
Total Taxes	<u>268.98</u>				
		Total Direct Deposits	<u>2,047.18</u>		
Net Pay	2,047.18	Total Check Amount	0.00		

Employee 0012 HUFF, ERIC

Total Earnings	<u>2,234.54</u>	Total Benefit Allowances	<u>0.00</u>	Input Type	Regular
Total Deductions	<u>230.63</u>	Total Employer Expenses	<u>743.81</u>		
Total Taxes	<u>333.52</u>				
		Total Direct Deposits	<u>1,670.39</u>		
Net Pay	1,670.39	Total Check Amount	0.00		

Packet PYPKT00069 - 11.23.22 Payroll
 Payroll Set 01 - City of Gluckstadt, MS
 Employee 0016 JONES, KELLY

Pay Period: 11/10/2022 - 11/23/2022

Total Earnings	<u>1,711.54</u>	Total Benefit Allowances	<u>0.00</u>	Input Type	Regular
Total Deductions	<u>165.40</u>	Total Employer Expenses	<u>652.87</u>		
Total Taxes	<u>219.06</u>				
		Total Direct Deposits	<u>1,327.08</u>		
Net Pay	1,327.08	Total Check Amount	0.00		

Employee 0010 MCCARTY, BRIAN

Total Earnings	<u>2,043.96</u>	Total Benefit Allowances	<u>0.00</u>	Input Type	Regular
Total Deductions	<u>195.32</u>	Total Employer Expenses	<u>727.81</u>		
Total Taxes	<u>317.98</u>				
		Total Direct Deposits	<u>1,530.66</u>		
Net Pay	1,530.66	Total Check Amount	0.00		

Employee 0006 POTVIN, DAVID

Total Earnings	<u>2,219.78</u>	Total Benefit Allowances	<u>0.00</u>	Input Type	Regular
Total Deductions	<u>231.46</u>	Total Employer Expenses	<u>743.61</u>		
Total Taxes	<u>350.87</u>				
		Total Direct Deposits	<u>1,637.45</u>		
Net Pay	1,637.45	Total Check Amount	0.00		

Employee 0007 ROUNSAVILLE, JOSHUA

Total Earnings	<u>2,285.72</u>	Total Benefit Allowances	<u>0.00</u>	Input Type	Regular
Total Deductions	<u>374.92</u>	Total Employer Expenses	<u>784.91</u>		
Total Taxes	<u>323.86</u>				
		Total Direct Deposits	<u>1,586.94</u>		
Net Pay	1,586.94	Total Check Amount	0.00		

Packet PYPKT00069 - 11.23.22 Payroll
 Payroll Set 01 - City of Gluckstadt, MS
 Employee 0020 SLAVEN, JEREMY

Pay Period: 11/10/2022 - 11/23/2022

Total Earnings	<u>2,451.01</u>	Total Benefit Allowances	<u>0.00</u>	Input Type	Regular
Total Deductions	<u>267.96</u>	Total Employer Expenses	<u>634.87</u>		
Total Taxes	<u>386.50</u>				
		Total Direct Deposits	<u>1,796.55</u>		
Net Pay	1,796.55	Total Check Amount	0.00		

Employee 0009 TUCKER, STEPHEN

Total Earnings	<u>2,034.80</u>	Total Benefit Allowances	<u>0.00</u>	Input Type	Regular
Total Deductions	<u>183.13</u>	Total Employer Expenses	<u>721.99</u>		
Total Taxes	<u>301.51</u>				
		Total Direct Deposits	<u>1,550.16</u>		
Net Pay	1,550.16	Total Check Amount	0.00		

Employee 0002 WATTS, WENDELL

Total Earnings	<u>2,884.61</u>	Total Benefit Allowances	<u>0.00</u>	Input Type	Regular
Total Deductions	<u>259.61</u>	Total Employer Expenses	<u>1,149.89</u>		
Total Taxes	<u>596.56</u>				
		Total Direct Deposits	<u>2,028.44</u>		
Net Pay	2,028.44	Total Check Amount	0.00		

Employee 0026 WILLIAMS, PATRICIA

Total Earnings	<u>1,030.22</u>	Total Benefit Allowances	<u>0.00</u>	Input Type	Regular
Total Deductions	<u>92.72</u>	Total Employer Expenses	<u>268.37</u>		
Total Taxes	<u>97.81</u>				
		Total Direct Deposits	<u>839.69</u>		
Net Pay	839.69	Total Check Amount	0.00		

Packet	PYPKT00069 - 11.23.22 Payroll			Pay Period: 11/10/2022 - 11/23/2022	
Payroll Set	01 - City of Gluckstadt, MS				
Department	280 - BUILDING INSPECTION & CODE				
Employee	0018	HALL, WILLIAM			
Total Earnings	2,914.30	Total Benefit Allowances	0.00	Input Type	Regular
Total Deductions	313.00	Total Employer Expenses	747.36		
Total Taxes	605.19				
		Total Direct Deposits	1,996.11		
Net Pay	1,996.11	Total Check Amount	0.00		

Payroll Summary Register

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Department Summary

Packet PYPKT00069 - 11.23.22 Payroll
Payroll Set 01 - City of Gluckstadt, MS
Department 100 - LEGISLATIVE-BOARD

Pay Period: 11/10/2022 - 11/23/2022

Total Earnings	<u>1,153.85</u>	Total Benefit Allowance	<u>0.00</u>	Input Type	Count
Total Deductions	<u>0.00</u>	Total Employer Expenses	<u>299.55</u>	Regular	5
Total Taxes	<u>264.90</u>				
		Total Direct Deposits	<u>888.95</u>		
Net Pay	888.95	Total Check Amount	0.00		

Department 110 - JUDICIAL/MUNICIPAL COURT

Total Earnings	<u>3,538.47</u>	Total Benefit Allowance	<u>0.00</u>	Input Type	Count
Total Deductions	<u>639.62</u>	Total Employer Expenses	<u>1,137.70</u>	Regular	2
Total Taxes	<u>493.58</u>				
		Total Direct Deposits	<u>2,405.27</u>		
Net Pay	2,405.27	Total Check Amount	0.00		

Department 140 - ADMINISTRATION - FINANCIAL

Total Earnings	<u>6,389.61</u>	Total Benefit Allowance	<u>0.00</u>	Input Type	Count
Total Deductions	<u>1,121.15</u>	Total Employer Expenses	<u>2,449.14</u>	Regular	3
Total Taxes	<u>990.68</u>				
		Total Direct Deposits	<u>4,277.78</u>		
Net Pay	4,277.78	Total Check Amount	0.00		

Department 190 - PLANNING & ZONING

Total Earnings	<u>3,880.67</u>	Total Benefit Allowance	<u>0.00</u>	Input Type	Count
Total Deductions	<u>396.64</u>	Total Employer Expenses	<u>1,090.40</u>	Regular	2
Total Taxes	<u>494.49</u>				
		Total Direct Deposits	<u>2,989.54</u>		
Net Pay	2,989.54	Total Check Amount	0.00		

Packet PYPKT00069 - 11.23.22 Payroll
 Payroll Set 01 - City of Gluckstadt, MS
 Department 200 - POLICE

Pay Period: 11/10/2022 - 11/23/2022

Total Earnings	<u>26,026.67</u>	Total Benefit Allowance	<u>0.00</u>	Input Type	Count
Total Deductions	<u>2,787.26</u>	Total Employer Expenses	<u>8,724.90</u>	Regular	12
Total Taxes	<u>3,980.74</u>				
		Total Direct Deposits	<u>19,258.67</u>		
Net Pay	19,258.67	Total Check Amount	0.00		

Department 280 - BUILDING INSPECTION & CODE

Total Earnings	<u>2,914.30</u>	Total Benefit Allowance	<u>0.00</u>	Input Type	Count
Total Deductions	<u>313.00</u>	Total Employer Expenses	<u>747.36</u>	Regular	1
Total Taxes	<u>605.19</u>				
		Total Direct Deposits	<u>1,996.11</u>		
Net Pay	1,996.11	Total Check Amount	0.00		

Payroll Summary Register

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Section 4, Item B)

Payroll Summary

Packet PYPKT00069 - 11.23.22 Payroll
Payroll Set 01 - City of Gluckstadt, MS
Department All - All Department Codes

Pay Period: 11/10/2022 - 11/23/2022

Employees Paid 25

Total Earnings	43,903.57	Total Benefit Allowance	0.00	Input Type	Count
Total Deductions	5,257.67	Total Employer Expenses	14,449.05	Regular	25
Total Taxes	6,829.58				
		Total Direct Deposits	31,816.32		
Net Pay	31,816.32	Total Check Amount	0.00		



Payroll Summary Register

Gluckstadt, MS

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Section 4, Item B)

Employee Pay Summary

Packet PYPKT00064 - 11.8.22 Payroll Process

Pay Period: 10/27/2022 - 11/9/2022

Payroll Set 01 - City of Gluckstadt, MS

Department 110 - JUDICIAL/MUNICIPAL COURT

Employee [0015](#) BURTON - GERLACH, STEPHANIE

Total Earnings	1,923.08	Total Benefit Allowances	0.00	Input Type	Regular
Total Deductions	470.97	Total Employer Expenses	717.76		
Total Taxes	218.51				
<hr/>		Total Direct Deposits	1,233.60		
Net Pay	1,233.60	Total Check Amount	0.00		

Employee [0017](#) CANOY, LAUREN

Total Earnings	1,615.38	Total Benefit Allowances	0.00	Input Type	Regular
Total Deductions	284.95	Total Employer Expenses	419.94		
Total Taxes	256.12				
<hr/>		Total Direct Deposits	1,074.31		
Net Pay	1,074.31	Total Check Amount	0.00		

Department 140 - ADMINISTRATION - FINANCIAL

Employee [0003](#) BROOKS, JANET

Total Earnings	1,538.46	Total Benefit Allowances	0.00	Input Type	Regular
Total Deductions	245.17	Total Employer Expenses	808.89		
Total Taxes	237.32				
<hr/>		Total Direct Deposits	1,055.97		
Net Pay	1,055.97	Total Check Amount	0.00		

Employee [0001](#) KELLUM, LINDSAY

Total Earnings	2,884.62	Total Benefit Allowances	0.00	Input Type	Regular
Total Deductions	466.40	Total Employer Expenses	943.06		
Total Taxes	481.56				
<hr/>		Total Direct Deposits	1,936.66		
Net Pay	1,936.66	Total Check Amount	0.00		

Packet PYPKT00064 - 11.8.22 Payroll Process
 Payroll Set 01 - City of Gluckstadt, MS
 Employee 0008 MAUGH, FRANKLIN

Pay Period: 10/27/2022 - 11/9/2022

Total Earnings	<u>1,846.15</u>	Total Benefit Allowances	<u>0.00</u>	Input Type	Regular
Total Deductions	<u>398.75</u>	Total Employer Expenses	<u>667.02</u>		
Total Taxes	<u>243.44</u>				
		Total Direct Deposits	<u>1,203.96</u>		
Net Pay	1,203.96	Total Check Amount	0.00		

Department 190 - PLANNING & ZONING

Employee 0005 MCCOLLUM, JOHN

Total Earnings	<u>1,835.00</u>	Total Benefit Allowances	<u>0.00</u>	Input Type	Regular
Total Deductions	<u>0.00</u>	Total Employer Expenses	<u>137.70</u>		
Total Taxes	<u>265.35</u>				
		Total Direct Deposits	<u>1,569.65</u>		
Net Pay	1,569.65	Total Check Amount	0.00		

Employee 0011 SMITH, BRIDGETTE

Total Earnings	<u>2,076.92</u>	Total Benefit Allowances	<u>0.00</u>	Input Type	Regular
Total Deductions	<u>396.64</u>	Total Employer Expenses	<u>952.70</u>		
Total Taxes	<u>229.14</u>				
		Total Direct Deposits	<u>1,451.14</u>		
Net Pay	1,451.14	Total Check Amount	0.00		

Department 200 - POLICE

Employee 0014 BOWMAN, SAGE

Total Earnings	<u>1,811.59</u>	Total Benefit Allowances	<u>0.00</u>	Input Type	Regular
Total Deductions	<u>228.38</u>	Total Employer Expenses	<u>653.84</u>		
Total Taxes	<u>317.67</u>				
		Total Direct Deposits	<u>1,265.54</u>		
Net Pay	1,265.54	Total Check Amount	0.00		

Packet PYPKT00064 - 11.8.22 Payroll Process
 Payroll Set 01 - City of Gluckstadt, MS
 Employee 0004 HALE, BARRY

Pay Period: 10/27/2022 - 11/9/2022

Total Earnings	<u>2,538.46</u>	Total Benefit Allowances	<u>0.00</u>	Input Type	Regular
Total Deductions	<u>272.82</u>	Total Employer Expenses	<u>921.28</u>		
Total Taxes	<u>420.81</u>				
		Total Direct Deposits	<u>1,844.83</u>		
Net Pay	1,844.83	Total Check Amount	0.00		

Employee 0019 HUDSON, TIMOTHY

Total Earnings	<u>1,833.33</u>	Total Benefit Allowances	<u>0.00</u>	Input Type	Regular
Total Deductions	<u>199.67</u>	Total Employer Expenses	<u>474.93</u>		
Total Taxes	<u>177.60</u>				
		Total Direct Deposits	<u>1,456.06</u>		
Net Pay	1,456.06	Total Check Amount	0.00		

Employee 0012 HUFF, ERIC

Total Earnings	<u>1,845.12</u>	Total Benefit Allowances	<u>0.00</u>	Input Type	Regular
Total Deductions	<u>195.58</u>	Total Employer Expenses	<u>662.60</u>		
Total Taxes	<u>246.67</u>				
		Total Direct Deposits	<u>1,402.87</u>		
Net Pay	1,402.87	Total Check Amount	0.00		

Employee 0016 JONES, KELLY

Total Earnings	<u>1,653.85</u>	Total Benefit Allowances	<u>0.00</u>	Input Type	Regular
Total Deductions	<u>160.21</u>	Total Employer Expenses	<u>637.84</u>		
Total Taxes	<u>206.40</u>				
		Total Direct Deposits	<u>1,287.24</u>		
Net Pay	1,287.24	Total Check Amount	0.00		

Packet PYPKT00064 - 11.8.22 Payroll Process
 Payroll Set 01 - City of Gluckstadt, MS
 Employee 0010 MCCARTY, BRIAN

Pay Period: 10/27/2022 - 11/9/2022

Total Earnings	<u>1,846.15</u>	Total Benefit Allowances	<u>0.00</u>	Input Type	Regular
Total Deductions	<u>177.51</u>	Total Employer Expenses	<u>678.26</u>		
Total Taxes	<u>274.61</u>				
		Total Direct Deposits	<u>1,394.03</u>		
Net Pay	1,394.03	Total Check Amount	0.00		

Employee 0006 POTVIN, DAVID

Total Earnings	<u>1,758.24</u>	Total Benefit Allowances	<u>0.00</u>	Input Type	Regular
Total Deductions	<u>189.92</u>	Total Employer Expenses	<u>627.98</u>		
Total Taxes	<u>247.88</u>				
		Total Direct Deposits	<u>1,320.44</u>		
Net Pay	1,320.44	Total Check Amount	0.00		

Employee 0007 ROUNSAVILLE, JOSHUA

Total Earnings	<u>2,190.48</u>	Total Benefit Allowances	<u>0.00</u>	Input Type	Regular
Total Deductions	<u>366.35</u>	Total Employer Expenses	<u>761.05</u>		
Total Taxes	<u>302.18</u>				
		Total Direct Deposits	<u>1,521.95</u>		
Net Pay	1,521.95	Total Check Amount	0.00		

Employee 0020 SLAVEN, JEREMY

Total Earnings	<u>1,213.37</u>	Total Benefit Allowances	<u>0.00</u>	Input Type	Regular
Total Deductions	<u>156.57</u>	Total Employer Expenses	<u>312.46</u>		
Total Taxes	<u>115.26</u>				
		Total Direct Deposits	<u>941.54</u>		
Net Pay	941.54	Total Check Amount	0.00		

Packet PYPKT00064 - 11.8.22 Payroll Process

Pay Period: 10/27/2022 - 11/9/2022

Payroll Set 01 - City of Gluckstadt, MS

Employee 0009 TUCKER, STEPHEN

Total Earnings	<u>2,474.13</u>	Total Benefit Allowances	<u>0.00</u>	Input Type	Regular
Total Deductions	<u>222.67</u>	Total Employer Expenses	<u>832.04</u>		
Total Taxes	<u>403.10</u>				
		Total Direct Deposits	<u>1,848.36</u>		
Net Pay	1,848.36	Total Check Amount	0.00		

Employee 0002 WATTS, WENDELL

Total Earnings	<u>2,884.62</u>	Total Benefit Allowances	<u>0.00</u>	Input Type	Regular
Total Deductions	<u>259.62</u>	Total Employer Expenses	<u>1,149.89</u>		
Total Taxes	<u>596.56</u>				
		Total Direct Deposits	<u>2,028.44</u>		
Net Pay	2,028.44	Total Check Amount	0.00		

Department 280 - BUILDING INSPECTION & CODE

Employee 0018 HALL, WILLIAM

Total Earnings	<u>2,913.37</u>	Total Benefit Allowances	<u>0.00</u>	Input Type	Regular
Total Deductions	<u>313.01</u>	Total Employer Expenses	<u>747.36</u>		
Total Taxes	<u>605.19</u>				
		Total Direct Deposits	<u>1,995.17</u>		
Net Pay	1,995.17	Total Check Amount	0.00		

Payroll Summary Register

Gluckstadt, MS
11/8/2022 12:05:12 PM

Department Summary

Packet PYPKT00064 - 11.8.22 Payroll Process
Payroll Set 01 - City of Gluckstadt, MS
Department 110 - JUDICIAL/MUNICIPAL COURT

Pay Period: 10/27/2022 - 11/9/2022

Total Earnings	<u>3,538.46</u>	Total Benefit Allowance	<u>0.00</u>	Input Type	Count
Total Deductions	<u>755.92</u>	Total Employer Expenses	<u>1,137.70</u>	Regular	2
Total Taxes	<u>474.63</u>				
		Total Direct Deposits	<u>2,307.91</u>		
Net Pay	2,307.91	Total Check Amount	0.00		

Department 140 - ADMINISTRATION - FINANCIAL

Total Earnings	<u>6,269.23</u>	Total Benefit Allowance	<u>0.00</u>	Input Type	Count
Total Deductions	<u>1,110.32</u>	Total Employer Expenses	<u>2,418.97</u>	Regular	3
Total Taxes	<u>962.32</u>				
		Total Direct Deposits	<u>4,196.59</u>		
Net Pay	4,196.59	Total Check Amount	0.00		

Department 190 - PLANNING & ZONING

Total Earnings	<u>3,911.92</u>	Total Benefit Allowance	<u>0.00</u>	Input Type	Count
Total Deductions	<u>396.64</u>	Total Employer Expenses	<u>1,090.40</u>	Regular	2
Total Taxes	<u>494.49</u>				
		Total Direct Deposits	<u>3,020.79</u>		
Net Pay	3,020.79	Total Check Amount	0.00		

Department 200 - POLICE

Total Earnings	<u>22,049.34</u>	Total Benefit Allowance	<u>0.00</u>	Input Type	Count
Total Deductions	<u>2,429.30</u>	Total Employer Expenses	<u>7,712.17</u>	Regular	11
Total Taxes	<u>3,308.74</u>				
		Total Direct Deposits	<u>16,311.30</u>		
Net Pay	16,311.30	Total Check Amount	0.00		

Packet

PYPKT00064 - 11.8.22 Payroll Process

Payroll Set

01 - City of Gluckstadt, MS

Department

280 - BUILDING INSPECTION & CODE

Pay Period: 10/27/2022 - 11/9/2022

Total Earnings	<u>2,913.37</u>	Total Benefit Allowance	<u>0.00</u>	Input Type	Count
Total Deductions	<u>313.01</u>	Total Employer Expenses	<u>747.36</u>	Regular	1
Total Taxes	<u>605.19</u>				
		Total Direct Deposits	<u>1,995.17</u>		
Net Pay	1,995.17	Total Check Amount	0.00		

Payroll Summary Register

Gluckstadt, MS

11/8/2022 12:05:12 PM

Section 4, Item B)

Payroll Summary

Packet PYPKT00064 - 11.8.22 Payroll Process

Pay Period: 10/27/2022 - 11/9/2022

Payroll Set 01 - City of Gluckstadt, MS

Department All - All Department Codes

Employees Paid 19

Total Earnings	<u>38,682.32</u>	Total Benefit Allowance	<u>0.00</u>	Input Type	Count
Total Deductions	<u>5,005.19</u>	Total Employer Expenses	<u>13,106.60</u>	Regular	19
Total Taxes	<u>5,845.37</u>				
<hr/>					
Net Pay	27,831.76	Total Direct Deposits	<u>27,831.76</u>		
		Total Check Amount	0.00		

CITY OF GLUCKSTADT
MISSISSIPPI
OFFICE OF THE POLICE DEPARTMENT

MEMORANDUM

TO: Mayor & Board of Aldermen

FROM: Wendell E. Watts, Chief of Police

DATE: 12/06/2022

SUBJECT: Request Mayor and Board approve Kerry Minninger going to training

I am requesting that the Mayor and Board of Alderman approve the training for Kerry Minninger to attend Cert training. This training is for emergency preparedness for the city of Gluckstadt. This training will get the Police department involved with the community in preparing for an emergency (i.e.. Tornado or Natural Disaster). Kerry Minninger has a lot of experience with Emergency Management and is well suited for this task. This training will help involve the youth and adults of Gluckstadt in helping them to become well prepared for an emergency. This training will give Kerry the ability to train the trainers and help teach and educate the public in emergency preparedness. The class is free to attend but lodging and meals will not be covered. I am asking that the Board approve the class retrospectively and cover the cost of lodging and meals. This training came up quickly and was offered to us to go by Homeland Security. I approved Kerry Minninger to go to the class and believe it will benefit the city tremendously and would like the city to be more prepared for emergencies. Please see attached flyer for class information



Mississippi Youth Preparedness Initiative (MyPI MS) Instructor Training and Certification Workshop
 December 6 – December 8, 2022
 Bost Extension Conference Center
 190 Bost Drive
 Mississippi State University Campus
 Starkville, MS

Day 1: Tuesday, 12/6

2:30 pm – 4:30	Introductions, Icebreaker, MyPI Overview, HW Discussion
4:30 – 5:00	MyPI Capstone Service Project - PREP + 6 Overview and MyPI Curriculum Components Review
5:15 – 6:45	Discussion: Calendar Drafts, Student ID Numbers, Backpacks Use, Diplomas, MyPI Mississippi & National Project Evaluation, Numbers and Resource Allocation
6:45 pm	Adjourn Day 1

Day 2: Wednesday, 12/7

8:00 am – 9:30	CERT Module 1: Disaster Preparedness (1 hr. 30 min.)
9:45 – 10:30	CERT Module 8: Terrorism and CERT (45 min.)
10:45 – 11:30	MyPI Mississippi Website and Reporting Technology 101
11:45 – 1:15 pm	CERT Module 3: Medical Ops 1 (1 hr. 30 min.)
1:15 – 2:15	Working Lunch – Discussion: MyPI Add-Ons - FEMA's You are the Help Until Help Arrives, Civilian Response to Active Shooter Events (CRASE), MyPI Course Planning, Reporting, Paperwork, Graduation
2:15 – 3:00	CERT Module 4: Medical Ops 2 (45 min.)
3:15 – 4:00	CERT Module 2: CERT Organization (45 min.)
4:00 – 5:15	CERT Module 5: Disaster Psychology (1 hr. 15 min.)
5:30 – 7:00	CERT Hazard Annexes (ALL)
7:00 pm	Adjourn Day 2

Day 3: Thursday, 12/8

8:00 am – 9:45	CERT Module 6: Fire Safety and Utility Control (1 hr. 45 min.)
10:00 – 11:00	MyPI Add-On: Public Health Awareness and Mitigation (1 hr.)
11:00 – 11:45	MyPI Add-On - Smartphone & Social Media in Emergency Preparedness (45 min.)
11:45 – 12:30	Working Lunch: MyPI Mississippi Website & Reporting Technology 102 and MyPI National Photo and PR Pieces
12:30 – 2:30	CERT Module 7: Light Search and Rescue (2 hr.)
2:45 – 4:45	MyPI Instructor Teachbacks and Elevator Speeches (2 hr.)
4:45 – 5:45	Working Dinner: “Okay, So Now What?” and MyPI Program Review; Questions and Answers
5:45 pm	Adjourn Day 3 and ICTW Wrap

*** All times subject to change per Instructor need and pace of class



City of Gluckstadt
General Fund Monthly Budget Report for Month Ending November 30, 2022

Section 5, Item A)

	ADOPTED BUDGET FY2022-23	MTD ACTIVITY	YTD ACTIVITY	YTD ACTIVITY + ENCUMBRANCES	BUDGET REMAINING
Revenues					
AD VAL - REAL PROPERTY TAXES	\$813,442.00	\$0.00	\$9,976.21	\$9,976.21	\$803,465.79
AD VAL - AUTO TAXES	\$50,000.00	\$8,338.80	\$16,953.59	\$16,953.59	\$33,046.41
AD VAL - PERS. PROP. / MH TAXES	\$394,269.00	\$0.00	\$1,041.51	\$1,041.51	\$393,227.49
AD VAL - PUBLIC UTILITIES TAXES	\$4,979.00	\$0.00	\$0.00	\$0.00	\$4,979.00
AD VAL - PENALTIES & INTEREST	\$650.00	\$16.26	\$514.89	\$514.89	\$135.11
PRIVILEGE LICENSES	\$24,000.00	\$3,082.00	\$5,898.50	\$5,898.50	\$18,101.50
FRANCHISE TAXES (PUBLIC UTILITIES)	\$120,000.00	\$49,982.86	\$50,649.52	\$50,649.52	\$69,350.48
PERMITS - BUILDING	\$48,000.00	\$12,312.60	\$15,897.60	\$15,937.60	\$32,062.40
PERMITS - ZONING	\$1,000.00	\$0.00	\$250.00	\$500.00	\$500.00
MUNICIPAL REVOLVING FUND	\$1,200.00	\$0.00	\$0.00	\$0.00	\$1,200.00
HOMESTEAD EXEMPT REIMB	\$6,000.00	\$0.00	\$0.00	\$0.00	\$6,000.00
ABC PERMITS	\$4,000.00	\$0.00	\$900.00	\$900.00	\$3,100.00
MUNICIPAL GAS AID TAX	\$1,800.00	\$0.00	\$0.00	\$0.00	\$1,800.00
RAILROAD TAX	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00
SALES TAX	\$2,640,000.00	\$243,464.68	\$504,645.99	\$504,645.99	\$2,135,354.01
E-911 FUNDS	\$0.00	\$52,432.73	\$52,432.73	\$52,432.73	(\$52,432.73)
GRAND GULF	\$34,310.00	\$0.00	\$0.00	\$0.00	\$34,310.00
POLICE TRAINING REIMBURSEMENT	\$4,100.00	\$0.00	\$4,000.00	\$4,000.00	\$100.00
STATE ASSESSMENTS (DFA & DPS)	\$65,000.00	\$1,552.00	\$1,552.00	\$1,552.00	\$63,448.00
TRAFFIC & COURT FINES (CITY)	\$50,000.00	\$9,552.25	\$11,496.25	\$12,135.25	\$37,864.75
ADMIN COURT FEES (INCL JAIL FEES)	\$0.00	\$0.00	\$25.00	\$25.00	(\$25.00)
APPEARANCE BOND FEE	\$0.00	\$0.00	\$75.00	\$75.00	(\$75.00)
INTEREST	\$250.00	\$4,306.34	\$4,361.81	\$4,361.81	(\$4,111.81)
BEGINNING CASH	\$2,932,667.00	\$0.00	\$0.00	\$0.00	\$2,932,667.00
Total Revenues	\$7,196,667.00	\$385,040.52	\$680,670.60	\$681,599.60	\$6,515,067.40
Expenditures					
LEGISLATIVE - BOARD					
PERSONNEL SERVICES	\$36,355.00	\$1,954.50	\$4,772.42	\$6,632.67	\$29,722.33
SUPPLIES	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00
CONTRACTUAL SERVICES	\$13,000.00	\$63.87	\$63.87	\$407.17	\$12,592.83
CAPITAL OUTLAY	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00
SUB-TOTAL	\$50,355.00	\$2,018.37	\$4,836.29	\$7,039.84	\$43,315.16
JUDICIAL/MUNICIPAL COURT					
PERSONNEL SERVICES	\$143,399.00	\$9,021.52	\$14,344.46	\$22,892.60	\$120,506.40
SUPPLIES	\$2,000.00	\$766.42	\$766.42	\$1,673.06	\$326.94
CONTRACTUAL SERVICES	\$75,300.00	\$7,832.00	\$7,832.00	\$17,872.75	\$57,427.25
CAPITAL OUTLAY	\$7,800.00	\$1,686.00	\$1,686.00	\$1,765.80	\$6,034.20
SUB-TOTAL	\$228,499.00	\$19,305.94	\$24,628.88	\$44,204.21	\$184,294.79
EXECUTIVE - MAYOR					
SUPPLIES	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00
CONTRACTUAL SERVICES	\$6,640.00	\$0.00	\$0.00	\$68.66	\$6,571.34
CAPITAL OUTLAY	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00
SUB-TOTAL	\$7,640.00	\$0.00	\$0.00	\$68.66	\$7,571.34
ADMINISTRATION - FINANCIAL					
PERSONNEL SERVICES	\$238,446.00	\$17,131.38	\$26,073.35	\$41,325.48	\$197,120.52
SUPPLIES	\$6,000.00	\$250.25	\$250.25	\$250.25	\$5,749.75
CONTRACTUAL SERVICES	\$33,350.00	\$325.00	\$325.00	\$325.00	\$33,025.00
CAPITAL OUTLAY	\$9,500.00	\$0.00	\$0.00	\$1,620.00	\$7,880.00
SUB-TOTAL	\$287,296.00	\$17,706.63	\$26,648.60	\$43,520.73	\$243,775.27

City of Gluckstadt
General Fund Monthly Budget Report for Month Ending November 30, 2022

Section 5, Item A)

	ADOPTED BUDGET FY2022-23	MTD ACTIVITY	YTD ACTIVITY	YTD ACTIVITY + ENCUMBRANCES	BUDGET REMAINING
PLANNING & ZONING					
PERSONNEL SERVICES	\$57,658.00	\$10,427.66	\$16,610.27	\$25,101.90	\$32,556.10
SUPPLIES	\$5,000.00	\$87.49	\$87.49	\$425.89	\$4,574.11
CONTRACTUAL SERVICES	\$360,582.00	\$3,479.26	\$3,524.89	\$6,050.61	\$354,531.39
CAPITAL OUTLAY	\$18,000.00	\$0.00	\$0.00	\$16,000.00	\$2,000.00
SUB-TOTAL	\$441,240.00	\$13,994.41	\$20,222.65	\$47,578.40	\$393,661.60
ADMINISTRATION - GENERAL					
PERSONNEL SERVICES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
SUPPLIES	\$600.00	\$0.00	\$0.00	\$332.20	\$267.80
CONTRACTUAL SERVICES	\$723,006.00	\$72,246.96	\$105,301.69	\$181,130.65	\$541,875.35
CAPITAL OUTLAY	\$20,250.00	\$9,863.05	\$9,863.05	\$9,900.80	\$10,349.20
SUB-TOTAL	\$743,856.00	\$82,110.01	\$115,164.74	\$191,363.65	\$552,492.35
POLICE					
PERSONNEL SERVICES	\$982,573.00	\$61,113.48	\$105,113.42	\$166,804.81	\$815,768.19
SUPPLIES	\$141,500.00	\$7,828.55	\$7,828.55	\$12,594.16	\$128,905.84
CONTRACTUAL SERVICES	\$95,940.00	\$1,552.42	\$1,552.42	\$7,783.72	\$88,156.28
CAPITAL OUTLAY	\$76,100.00	\$1,233.30	\$1,233.30	\$10,203.61	\$65,896.39
SUB-TOTAL	\$1,296,113.00	\$71,727.75	\$115,727.69	\$197,386.30	\$1,098,726.70
FIRE					
CONTRACTUAL SERVICES	\$27,321.00	\$0.00	\$0.00	\$0.00	\$27,321.00
SUB-TOTAL	\$27,321.00	\$0.00	\$0.00	\$0.00	\$27,321.00
BUILDING INSPECTION & CODE					
PERSONNEL SERVICES	\$27,774.00	\$4,334.64	\$5,552.18	\$12,221.93	\$15,552.07
SUPPLIES	\$5,000.00	\$268.63	\$268.63	\$658.03	\$4,341.97
CONTRACTUAL SERVICES	\$64,522.00	\$508.44	\$1,788.44	\$2,601.37	\$61,920.63
CAPITAL OUTLAY	\$31,000.00	\$70.00	\$70.00	\$16,469.99	\$14,530.01
SUB-TOTAL	\$128,296.00	\$5,181.71	\$7,679.25	\$31,951.32	\$96,344.68
STREETS					
PERSONNEL SERVICES	\$57,658.00	\$0.00	\$553.17	\$553.17	\$57,104.83
SUPPLIES	\$32,900.00	\$113.98	\$113.98	\$2,096.49	\$30,803.51
CONTRACTUAL SERVICES	\$442,202.00	\$5,540.48	\$6,464.48	\$22,564.10	\$419,637.90
CAPITAL OUTLAY	\$221,800.00	\$0.00	\$0.00	\$7,010.00	\$214,790.00
SUB-TOTAL	\$754,560.00	\$5,654.46	\$7,131.63	\$32,223.76	\$722,336.24
TRANSFERS					
TRANSFERS OUT	\$120.00	\$0.00	\$0.00	\$0.00	\$120.00
SUB-TOTAL	\$120.00	\$0.00	\$0.00	\$0.00	\$120.00
Total Expenditures	\$3,965,296.00	\$217,699.28	\$322,039.73	\$595,336.87	\$3,369,959.13
Net (Revenues less Expenditures)	\$3,231,371.00	\$167,341.24	\$358,630.87	\$86,262.73	\$3,145,108.27

City of Gluckstadt
Police Station Capital Project Fund Monthly Budget Report for Month Ending November 30, 2022

	ADOPTED BUDGET FY2022-23	MTD ACTIVITY	YTD ACTIVITY	YTD ACTIVITY + ENCUMBRANCES	BUDGET REMAINING
Revenues					
GRANT - HB 1353 (2022)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
INTEREST	\$0.00	\$0.00	(\$13.70)	(\$13.70)	\$13.70
TRANSFERS IN - FROM GENERAL FUND	\$120.00	\$0.00	\$0.00	\$0.00	\$120.00
BEGINNING CASH	\$1,000,100.00	\$0.00	\$0.00	\$0.00	\$1,000,100.00
Total Revenues	\$1,000,220.00	\$0.00	(\$13.70)	(\$13.70)	\$1,000,233.70
Expenditures					
OTHER SERVICES & CHARGES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
MISCELLANEOUS SERVICES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
CONTRACTUAL SERVICES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
CAPITAL OUTLAY - LAND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
CAPITAL OUTLAY - BUILDING	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
CAPITAL OUTLAY - _____	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
CAPITAL OUTLAY	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
TRANSFERS OUT - TO GENERAL FUND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
TRANSFERS OUT - TO OTHER	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
TRANSFERS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Expenditures	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Net (Revenues less Expenditures)	\$1,000,220.00	\$0.00	(\$13.70)	(\$13.70)	\$1,000,233.70

Ordinance No. 2022-_____

**A MUNICIPAL ORDINANCE ADOPTING THE
2018 INTERNATIONAL FIRE CODE AND APPENDICES**

WHEREAS, the City of Gluckstadt, Mississippi, is a new municipality, incorporated as a Code Charter municipality in 2021;

WHEREAS, it is the desire of the Gluckstadt Mayor and Board of Aldermen to adopt the 2018 International Fire Code, as authorized by Miss. Code Ann. Section 45-11-101, et seq.; and,

WHEREAS, the Gluckstadt Mayor and Board of Aldermen are empowered by the general law of Mississippi, Miss. Code Ann. §§ 17-1-3, 21-17-5, 21-19-21, and 21-19-25, to pass resolutions, adopt codes, and make regulations to secure the general health of those residing in the district and in the interest of providing fire protection services to the public; and,

WHEREAS, is the desire of the City of Gluckstadt that any standard such as standards from the NFPA should be automatically adopted by the City of Gluckstadt in the proposed fire code when referenced in the International Fire Code; and,

WHEREAS, the adoption of the 2018 International Fire Code is done to facilitate proper inspection activities by the City of Gluckstadt, within its corporate boundaries and relating to public safety, health and general welfare; and,

WHEREAS, as the entire City of Gluckstadt is located within the boundaries of the South Madison County Fire Protection District, the City of Gluckstadt is desirous to partner with the South Madison County Fire Protection District (“SMCFPD”) for the provision of enforcement of the Fire Code, safety inspections, and the provision of fire protection services:

NOW, THEREFORE, Be It Ordained by the Mayor and Board of Aldermen of the City of Gluckstadt, Mississippi, that the following code published in cooperation with the INTERNATIONAL CODE COUNCIL and NATIONAL FIRE PREVENTION ASSOCIATION is hereby adopted by reference as though it were copied herein fully:

**Section 1.
2018 International Fire Code and Amendments**

The following additions, deletions and/or modifications shall be incorporated with the adoption of the 2018 International Fire Code:

- A. Section 101.1, Amended to read: These regulations shall be known as the Fire Code of The City of Gluckstadt, Mississippi, hereinafter referred to as “this code.”
- B. Section 102.5, Deleted in its entirety

- C. Section 103.1, Amended to read: The department of fire prevention is established within the City of Gluckstadt, Mississippi, under the direction of the fire code official, which shall be the Fire Marshal of the South Madison County Fire Protection District or his designee. The function of the department shall be implementation, administration and enforcement of the provisions of this code.
- D. Section 104.11.2, Amended to read: Persons shall not obstruct the operations of the fire department in connection with extinguishment or control of any fire, or actions relative to other emergencies, or disobey any lawful command of the SMCFPD Fire Marshal and the fire chief or officer of the department in charge of the emergency, or his/their designee, or any part thereof, or any lawful order of a police officer assisting the fire department.
- E. Section 105, Permits, All permits will be obtained accordingly by contacting the City of Gluckstadt building department and the SMCFPD will work together with the City's Building Official, or his designee, in collaboration with obtaining the proper permits.
- F. Section 105.1 through 105.7.25, Deleted in its entirety.
- G. Section 106, Deleted in its entirety.
- H. Section 109 The Board of Aldermen to serve as the board of appeals for the City of Gluckstadt.
- I. Section 109.1 Amended to read: In order In order to hear and decide appeals of orders, decisions or determinations made by the fire code official relative to the application and interpretation of this code, the following appeals process shall be adhered to:
 An application for appeal shall be based on a claim that the intent of this code or the rules adopted hereunder have been incorrectly interpreted, the provisions of this code do not fully apply, or an equivalent method or protection or safety is proposed. This application will be turned in to the fire code official. The fire code official will have ten (10) business days to review the application for appeal and shall issue a final decision in writing, sustaining, modifying, or withdrawing the initial decision.
 If the board of appeals cannot be the Board of Aldermen, then the board of appeals will be formed and appointed after adoption of this code and this resolution is signed.
- J. Section 109.2. Deleted in its entirety.
- K. Section 109.3. Deleted in its entirety.
- L. Section 110.4. Amended to read: Persons who shall violate a provision of this code or shall fail to comply with any of the requirements thereof or who shall

erect, install, alter, repair or do work in violation of the approved construction documents or directive of the fire code official, or of a permit or certificate used under provisions of this code, shall be guilty of a misdemeanor, punishable by a fine of not more than 1,000 dollars. Each day that a violation continues after due notice has been served shall be deemed a separate offense.

- M. Section 112.4. Amended to read: Any person who shall continue any work after having been served with a stop work order, except such work as that person is directed to perform to remove a violation or unsafe condition, shall be liable to a fine of not less than 100.00 dollars or more than 1,000.00 dollars.
- N. Section 507.2.1. Deleted in its entirety.
- O. Section 903.4.2. Amended to read: All buildings that are required to have a fire sprinkler system shall provide, in each tenant space, visible/audible warning devices that actuation of the sprinkler system or fire alarm system will cause to be activated.
- P. The following Appendices in the 2018 International Fire Code shall be incorporated with the adoption of the International Fire Code: Appendices B, C, D, E, F, G, I

Section 2. Violations, Notices and Orders, and Means of Appeal

The following language shall be incorporated into the adopted International Fire Code:

SECTION 117: VIOLATIONS

117.1 Unlawful acts. It shall be unlawful for a person, firm or corporation to be in conflict with or in violation of any of the provisions of this code.

117.2 Notice of Violation. The Code Official shall serve a notice of violation or order in accordance with Section 118.

117.3 Prosecution of violation. Any person failing to comply with a notice of violation or order served in accordance with Section 118 shall be deemed guilty of a misdemeanor or civil infraction as determined by the Gluckstadt Municipal Court, and the violation shall be deemed a strict liability offense. If the notice of violation is not complied with, the code official shall institute the appropriate proceeding at law or in equity to restrain, correct or abate such violation, or to require the removal or termination of the unlawful occupancy of the structure in violation of the provisions of this code or of the order or direction made pursuant thereto. Any action taken by the authority having jurisdiction on such premises shall be charged against the real estate upon which the structure is located and shall be a lien upon such real estate.

117.4 Violation penalties. Any person, individual, corporation, company, partnership, association or any other entity failing to comply with this code or any of the requirements thereof or otherwise violating this code or any of its provisions shall, after notice and a reasonable time to correct said violation(s), pay a fine not exceeding One Thousand Dollars (\$1,000) or imprisonment not exceeding 90 days, or both, and each day thereafter that said violation(s) remain uncorrected shall constitute a separate offense punishable by a separate fine not exceeding One Thousand Dollars (\$1,000) or imprisonment not exceeding 90 days, or both, pursuant to Sections 21-13-1 and 21-17-5, Mississippi Code of 1972, or other applicable statutes. The City shall impose for said violation(s) all other penalties and have access to any other remedies available under the law to correct the conditions giving rise to the violation(s) of this code. Any appeals from decisions of the Gluckstadt Municipal Court will be made according pursuant to Rule 29 of the Mississippi Rules of Criminal Procedure.

117.5 Abatement of violation. The imposition of the penalties herein prescribed shall not preclude the building official of the jurisdiction from instituting appropriate action to restrain, correct or abate a violation, or to prevent illegal occupancy of a building, structure or premises, or to stop an illegal act, conduct, business or utilization of the building, structure or premises.

SECTION 118: NOTICES AND ORDERS

118.1 Notice to person responsible. Whenever the code official determines that there has been a violation of this code or has grounds to believe that a violation has occurred, notice shall be given in the manner prescribed in Sections 115.2 and 115.3 to the person responsible for the violation as specified in this code. The notice shall be in the form prescribed in Section 118.2.

118.2 Form. Such notice prescribed in Section 118.1 shall be in accordance with all of the following:

1. Be in writing.
2. Include a description of the real estate sufficient for identification.
3. Include a statement of the violation or correction order.
4. Inform the property owner of the right to appeal.

118.3 Method of service. Such notice shall be deemed to be properly served if a copy thereof is:

1. Delivered personally;
2. Sent by certified or first-class mail addressed to the last known address; or
3. If the notice is returned showing that the letter was not delivered, a copy thereof shall be posted in a conspicuous place in or about the structure affected by such notice.

118.4 Penalties. Penalties for noncompliance with orders and notices shall be as set forth in Section 117.4.

118.5 Transfer of ownership. It shall be unlawful for the owner of any dwelling unit or structure

who has received a compliance order or upon whom a notice of violation has been served to sell, transfer, mortgage, lease or otherwise dispose of such dwelling unit or structure to another until the provisions of the compliance order or notice of violation have been complied with or until such owner shall first furnish the grantee, transferee, mortgagee or lessee a true copy of any compliance order or notice of violation issued by the code official and shall furnish to the code official a signed and notarized statement from the grantee, transferee, mortgagee or lessee, acknowledging the receipt of such compliance order or notice of violation and fully accepting the responsibility without condition for making the corrections or repairs required by such compliance order or notice of violation.

SECTION 119 - MEANS OF APPEAL

119.1 Application for appeal. Any person directly affected by a decision of the code official or a notice or order issued under the code shall have the right to appeal to the Board of Aldermen, provided that a written application for appeal is filed within 10 days after the day the decision, notice or order was served. An application for appeal shall be based on a claim that the true intent of the code or the rules legally adopted there under have been incorrectly interpreted, the provisions of the code do not fully apply, or the requirements of the code are adequately satisfied by other means.

119.2. Appeals. All appeals shall be heard by the Board of Aldermen ("board").

119.3 Open hearing. All hearings before the board shall be open to the public. The appellant, the appellant's representative, the code official and any person whose interests are affected shall be given an opportunity to be heard.

119.3.1 Procedure. The procedures shall not require compliance with strict rules of evidence, but shall mandate that only relevant information be received.

119.4 Board decision. The board shall modify or reverse the decision of the code official only by a concurring vote of a majority of the total number of appointed board members.

119.4.1 Records and copies. The decision of the board shall be recorded. Copies shall be furnished to the appellant and to the code official.

119.4.2 Administration. The code official shall take immediate action in accordance with the decision of the board.

119.5 Court review. Any person, whether or not a previous party of the appeal, shall have the right to apply to the appropriate court for review under Miss. Code Ann. § 11-51-75. Application for review shall be made in the manner and time required by law following the filing of the decision in the office of the City Clerk.

119.6 Stays of enforcement. Appeals of notice and orders (other than Imminent Danger notices) shall stay the enforcement of the notice and order until the appeal is heard by the appeals board.

**Section 3.
Full Text Copy**

A full copy of the text of the 2018 International Fire Code will be maintained by the South Madison County Fire Protection District at the Fire Marshal's office located at 639 Yandell Road, Madison, Mississippi, as well as at City Hall, for public records and viewing upon public request.

**Section 4.
Responsible Official**

Within said International Fire Code, when reference is made to the duties *of a certain official named* therein, the designated official of the South Madison County Fire Protection District, who has duties corresponding to those of the named of in said code shall be deemed to be the responsible official insofar as enforcing the provisions of said code are concerned.

**Section 5.
Effective Date**

This Ordinance shall be effective, in operation, and in force one month after its passage and after publication of same as required in § 19-5-9 Mississippi Code of 1972.

SO ORDAINED, ADOPTED, AND APPROVED, this the ____ day of December 2022. Motion was made by Alderman _____, and seconded by Alderman _____, for the adoption of the above and foregoing Resolution.

Upon roll call vote, the result was as follows:

Alderman Miya Warfield Bates voted:	Aye/Nay
Alderman Jayce Powell voted:	Aye/Nay
Alderman Richard Wesley Slay voted:	Aye/Nay
Alderman John Taylor voted:	Aye/Nay
Alderman Lisa H. Williams voted:	Aye/Nay

The Mayor thereupon declared the motion carried and the Ordinance adopted this the ____ day of December, 2022.

City of Gluckstadt, Mississippi

Walter C. Morrison, IV, MAYOR

ATTEST:

Lindsay Kellum,
CITY CLERK
[SEAL]

THIS IS TO CERTIFY that the aforementioned Ordinance was adopted at the regular meeting of the Mayor and Board of Aldermen of the City of Gluckstadt, Mississippi, held on _____, and duly recorded in Minute Book _____ Page _____ thereof.

CITY CLERK

MEMORANDUM OF UNDERSTANDING BETWEEN MADISON COUNTY, MISSISSIPPI
AND THE CITY OF GLUCKSTADT, MISSISSIPPI REGARDING THE TERMINATION OF
ALL PREVIOUS COOPERATIVE AGREEMENTS CONCERNING ROUTINE REPAIRS AND
MAINTENANCE OF MUNICIPAL ROADS AND BRIDGES

This Memorandum of Understanding (MOU) is voluntarily made and entered into by and between Madison County, Mississippi, a political subdivision of the State of Mississippi (the "County"), and the City of Gluckstadt, Mississippi, a municipal corporation, organized and existing under the laws of the State of Mississippi (the "City"), on the date set forth hereunder

RECITALS

WHEREAS, a Memorandum of Understanding between County and City, in which County agreed to undertake the responsibility of routine maintenance of roads and bridges within the City, in consideration for a return to County of certain funds due to City pursuant to §65-15-21 MS Code of 1972 (Annotated), for the purpose of reimbursing County for costs expended in the performance of said maintenance activities, was reached between City and County on or about _____, 2022, said agreement being hereto attached as Exhibit "A"; and

WHEREAS, a subsequent agreement between City and County was reached, on or about _____, 2022, which authorized County to return to City an amount specified in the agreement as being "no more than Thirty-Five Thousand Dollars (\$35,000.00)", from City funds held by County, the purpose of which was to allow City to self-execute the repair of certain sinkholes and related drainage maintenance issues within the City, which were considered as not being included in the original scope of work under the aforesaid maintenance agreement, said amended agreement being attached hereto as Exhibit "B"; and

WHEREAS, City and County having previously agreed that both MOU's, as described herein, would remain in force for a limited time, and would terminate, abate, and expire on September 30, 2023; and

WHEREAS, now, the City being confident of its growing capacity and abilities to repair and to maintain the streets and bridges within its municipal jurisdiction, wishes to undertake the unilateral responsibility of doing so, and thereby parties being in mutual accord that the two previous agreements should be terminated and rescinded, upon the approval of the governing bodies of both City and County of this Memorandum of Understanding, and

WHEREAS, upon execution of this Memorandum of Understanding, any remaining funds held by County pursuant to the two previous agreements, pursuant to §65-15-21 MS Code of 1972, will be immediately returned and reimbursed to City by County, upon due consultation by and between the Clerk of the City of Gluckstadt, and the Chief Financial Officer of Madison County, concerning the exact amount of funds remaining in the fund account; and

WHEREAS, in the spirit of cooperation, City and County agree that all functions, responsibilities, duties, and processes which previously obligated County to repair and maintain roads and bridges in City, shall cease upon the execution of the instant agreement, and that all funds being held by County, pursuant to the two previous agreements, shall be returned to City by County, and that County shall bear no liability for any accidents, incidents or claims, of any nature, that might originate from road repairs and maintenance actions within the City of Gluckstadt, after the approval of this agreement, and that Gluckstadt assumes, and will perform the responsibility of repairing and maintaining all of the roads and bridges within the boundaries of its municipality, without any participation by County, unless independent arrangements to do so in the future, are agreed between the parties.

THEREFORE, BE IT ORDERED AND AGREED, between City of Gluckstadt and Madison County, that the previous agreements attached hereto as Exhibit "A" and Exhibit "B", are to be rescinded, terminated and abated, after the approval of this Memorandum of Understanding by both parties hereto, and upon the recording of same upon the official minutes of each party.

BE IT FURTHER ORDERED and AGREED, that any and all City funds being held by County, and owing to City pursuant §65-15-21 MS Code of 1972, being consistent with the understanding of the parties under the two previous agreements, are to be tendered, returned and reimbursed to City, upon due consultation between

the City Clerk of Gluckstadt, and CFO of Madison County, regarding the exact amount of funds to be tendered.

AND BE IT FURTHER ORDERED that the Mayor of Gluckstadt and the President of the Madison County Board of Supervisors are empowered to sign this agreement on behalf of the bodies, with attestation by the City Clerk of Gluckstadt and the Chancery Clerk of Madison County.

FOR THE CITY OF GLUCKSTADT

FOR MADISON COUNTY

Walter C. Morrison IV
Mayor of Gluckstadt

Paul Griffin
President, Board of Supervisors

ATTEST

ATTEST

City Clerk

Chancery Clerk

ORDINANCE NO. _____

AN ORDINANCE ADOPTING VARIOUS INTERNATIONAL BUILDING CODES AND
APPENDICES RELATING TO INSPECTION ACTIVITIES OF THE CITY OF
GLUCKSTADT, MADISON COUNTY, MISSISSIPPI, AND ENFORCEMENT OF
BUILDING PROVISIONS AS PROVIDED IN SAID CODES AND ESTABLISHING
BUILDING PERMIT FEES

WHEREAS, it is the desire of the City of Gluckstadt, Madison County, Mississippi, to adopt certain building codes in order to further the protection of the general public health, safety, and welfare within the corporate limits of the City; and,

WHEREAS, the City of Gluckstadt is authorized by the statutes of the State of Mississippi, Section 21-19-25 of the Mississippi Code of 1972, as amended, to adopt building, plumbing, electrical, gas, sanitary, or other codes dealing with general public health, safety, or welfare, or a combination of the same, by reference; and,

WHEREAS, the City of Gluckstadt is required by the statutes of the State of Mississippi, Section 17-2-5 of the Mississippi Code of 1972, as amended, to adopt as minimum codes any code established and promulgated by the Mississippi Building Codes Council; and,

NOW, THEREFORE, BE IT ORDAINED BY the Mayor and Board of Aldermen of the City of Gluckstadt, Mississippi, that the following codes published in cooperation with the INTERNATIONAL CODE CONGRESS and NATIONAL FIRE PREVENTION ASSOCIATION are hereby adopted by reference as though they were copied herein fully:

Section 1: There is hereby adopted the 2018 edition of the International Mechanical Code including Appendix A subject to the revisions as herein specified:

- a. Section 101.1 shall be amended by deleting "[NAME OF JURISDICTION]" and replacing the same with "the City of Gluckstadt."
- b. Section 106.5.2 Fee schedule is hereby deleted in its entirety.
- c. Section 106.5.3 Fee refund is hereby deleted in its entirety.
- d. Section 108.4 shall be amended by deleting "[SPECIFY OFFENSE]" and replacing the same with "misdemeanor;" deleting "[AMOUNT]" and replacing the same with "\$1,000;" deleting "[NUMBER OF DAYS]" and replacing the same with "90 days."
- e. Section 108.5 Stop work orders is hereby deleted in its entirety.
- f. Appendix B is hereby deleted in its entirety.

Section 2: There is hereby adopted the 2018 edition of the International Fuel Gas Code including Appendix A, B, C, and D, subject to the revisions as herein specified:

- a. Section 101.1 shall be amended by deleting “[NAME OF JURISDICTION]” and replacing the same with “the City of Gluckstadt.”
- b. Section 106.6 Fees is hereby deleted in its entirety.
- c. Section 108.4 shall be amended by deleting “[SPECIFY OFFENSE]” and replacing the same with “misdemeanor;” deleting “[AMOUNT]” and replacing the same with “\$1,000;” deleting “[NUMBER OF DAYS]” and replacing the same with “90 days.”
- d. Section 108.5 Stop work orders is hereby deleted in its entirety.
- e. Section P2904 Dwelling Unit Fire Sprinkler Systems is hereby deleted in its entirety.

Section 3: There is hereby adopted the 2018 edition of the International Plumbing Code including Appendix A, B, C, D, and E, subject to the revisions as herein specified:

- a. Section 101.1 shall be amended by deleting "[NAME OF JURISDICTION]" and replacing the same with "the City of Gluckstadt."
- b. Section 106.6 Fees is hereby deleted in its entirety.
- c. Section 108.4 shall be amended by deleting “[SPECIFY OFFENSE]” and replacing the same with “misdemeanor;” deleting “[AMOUNT]” and replacing the same with “\$1,000;” deleting “[NUMBER OF DAYS]” and replacing the same with “90 days.”
- d. Section 108.5 Stop work orders is hereby deleted in its entirety.
- e. Section 305.4.1 Sewer depth shall be amended by deleting “[NUMBER]” and replacing the same with “4”.
- f. Section 903.1 Roof extension shall be amended by deleting “[NUMBER]” and replacing the same with “6”

Section 4: There is hereby adopted the 2018 edition of the International Existing Building Code including Appendix A, B, C, and Resource A, subject to the revisions as herein specified:

- a. Section 101.1 shall be amended by deleting “[NAME OF JURISDICTION]” and replacing the same with “the City of Gluckstadt”.
- b. Section 114 Stop work order is hereby deleted in its entirety.

Section 5: There is hereby adopted the 2018 edition of the International Property Maintenance Code including Appendix A subject to the revisions as herein specified:

- a. Section 101.1 shall be amended by deleting “[NAME OF JURISDICTION]” and replacing the same with “the City of Gluckstadt”.
- b. Section 103.5 Fees is hereby deleted in its entirety.
- c. Section 112 Stop Work Order is deleted in its entirety.
- d. Section 302.4 shall be amended by deleting “[JURISDICTION TO INSERT HEIGHT IN INCHES]” and replacing the same with “12 inches.”
- e. Section 304.14 Insect screens shall be amended by deleting “During the period from [DATE] to [DATE], every” and replacing the same with “Every”.
- f. Section 602.3 Heat supply shall be amended by deleting “during the period from [DATE] to [DATE]” and replacing the same “year-round”.
- g. Section 602.4 Occupiable workspaces shall be amended by deleting “during the period from [DATE] to [DATE]” and replacing the same with “year-round”.

Section 6: There is hereby adopted the 2018 edition of the International Swimming Pool And Spa Code including Appendix A, and B, subject to the revisions as herein specified:

- a. Section 101.1 shall be amended by deleting “[NAME OF JURISDICTION]” and replacing the same with “the City of Gluckstadt”.
- b. Section 105.6 Fees is hereby deleted in its entirety.
- c. Section 107.4 shall be amended by deleting “[SPECIFY OFFENSE]” and replacing the same with “misdemeanor;” deleting “[AMOUNT]” and replacing the same with “\$1,000;” deleting “[NUMBER OF DAYS]” and replacing the same with “90 days.”
- d. Section 107.5 Stop work orders is hereby deleted in its entirety.

Section 7: The building codes adopted and effectuated by this Ordinance shall not apply to farm structures as said structures are defined by Mississippi Code Annotated Section 17-2-7.

Section 8: Fee Schedules

Schedule of Permit Fees

1. Fee for Inspecting vacant property for utility release..... \$85.00
2. Inground Swimming Pools.....One overall permit for all trades based on construction valuation schedule plus inspection fees
3. Mobile Homes..... \$150.00, (Must have approval from State Fire Marshall's Office)
4. Moving of any building or structure..... \$200.00 plus police escort
5. Demolition Fee for any building or structure..... \$200.00, or based on valuation, whichever is greater
6. Roof Permit Fee..... Based upon construction valuation schedule plus one inspection
7. Plans Review Fee: Residential under \$250,000: \$50.00, over \$250,000: \$100.00
Commercial under \$250,000: \$ 100.00, over \$250,000: \$200.00
8. Site Plan Review Fee: \$100
9. Minimum Permit Charge for permits of any type..... \$24
10. Stop Work Order Issuance Fee..... \$500

*All commercial projects over \$10,000 must present Material Purchase Certificate (MPC) from Department of Revenue.

Construction Valuation Schedule

\$1 to \$500..... \$24

\$501 to \$2,000..... \$24 for the first \$500 plus \$3 for each additional hundred or fraction thereof, to and including \$2,000.

\$2,001 to \$40,000..... \$24 for the first \$1,000 plus \$11 for each additional thousand or fraction thereof, to and including \$40,000.

\$40,001 to \$100,000..... \$487 for the first \$40,000 plus \$9 for each additional thousand or fraction thereof, to and including \$100,000.

\$100,001 to \$500,000..... \$1,027 for the first \$100,000 plus \$5 for each additional thousand or fraction thereof, to and including \$500,000.

\$500,001 to \$1,000,000..... \$3,827 for the first \$500,000 plus \$5 for each additional thousand or fraction thereof, to and including \$1,000,000.

\$1,000,000 to \$5,000,000..... \$6,327 for the first \$1,000,000 plus \$3 for each additional thousand or fraction thereof, to and including \$5,000,000.

\$5,000,001 and over..... \$18,327 for the first \$5,000,000 plus \$1 for each additional thousand or fraction thereof.

*Valuations for all permits are based on contract prices

*Any and all fees shall be paid by the person whom the permit is issued. If any person commences work before obtaining the necessary permits and inspections, fees shall be doubled.

Note: Valuation data is obtained from International Code Council and Marshall & Swifts Publishing Company.

Inspection Fees

\$50 per required inspection as determined during plan review.

Reinspection Fee.....\$50

Zoning Fees

Request for Variance, Conditional Use or Re-Zoning- \$250.00.

Plat Fees

- Preliminary Plat Filing Fee..... \$100

- Final Plat Filing Fee..... \$100 plus \$5 per lot. If lots are greater than 1 acre, the additional fee shall be \$1 per acre for the entire subdivision. There will also be a fee of \$50 to record the final plat. This fee shall be charged on all plats, regardless of whether the plat is approved or disapproved.

- Inspection Fee..... \$200
- Reinspection Fee..... \$100

Sign Fees

- Filing Fee..... \$10.00
- Registration/Inspection for Compliance Fee..... \$10.00
- Electrical Inspection Fee..... \$30.00
- Off-Premises Signs:
 - 1 sq. ft through 229 sq. ft. \$300.00
 - >229 sq. ft. and above..... \$800.00
- On-Premises Signs:
 - 1 sq. ft. through 60 sq. ft. \$40.00
 - >60 sq. ft. through 100 sq. ft. \$50.00
 - >100 sq. ft. and above..... \$75.00
- Pole Mounted Sign (per 5 feet of height) \$50.00
- Temporary Sign Fee..... \$10.00

Repairing, relocating, or re-facing an existing sign as set for in this schedule, when at the same location, the fee shall be one-half that of a new sign, with a minimum fee of \$15.00 each.

Section 9: Stop Work Orders. Upon notice from the code official that any work is being performed contrary to the provisions of this code or in a dangerous or unsafe manner, such work shall immediately cease. Such notice shall be in writing and shall be posted on the premises where such work is being performed. The stop work order shall state the reason for the order. Where an emergency exists, the code official shall not be required to give a written notice prior to stopping the work. Payment of Stop Work Order Issuance Fee and inspection of any violation corrections is required before any work outside the scope of corrections may continue. Any person who shall continue any work on the premises after the posting of a stop work order, except such work as that person is directed to perform to remove a violation or unsafe condition, shall be liable for an additional fine of \$500 per violation.

Section 10: The City Clerk is hereby directed to give notice of adoption of these building codes by publication in some newspaper of the municipality for one (1) time in accordance with the provisions of Mississippi Code Annotated 21-19-25.

Section 11: A full and complete copy of the building codes adopted herein are on file in the office of the Building Official and are available for public inspection.

Section 12: The building codes adopted herein shall take effect after publication and the passage of one (1) month following the adoption of this ordinance.

After being reduced to writing, the foregoing Ordinance was read and considered, whereupon Alderman _____ moved for the adoption of this Ordinance and following a second offered by Alderman _____ the following vote was had:

Alderman Bates	Aye	No
Alderman Powell	Aye	No
Alderman Slay	Aye	No
Alderman Taylor	Aye	No
Alderman Williams	Aye	No

SO ORDAINED this is the _____ day of December 2022.

Walter C Morrison, Mayor

Attest:

Lindsay Kellum, City Clerk

City of Gluckstadt Street Sign Survey						
Subdivision	Street Name	Number of Signs	Number of Poles	Cost per sign	Cost per pole	Total
Ridgefield						
	Ridgefield Dr	5	0	\$237.00	\$423.10	\$1,185.00
	Gluckstadt Rd	1	0	\$237.00	\$423.10	\$237.00
	Eastfield PL	1	0	\$237.00	\$423.10	\$237.00
	Bradfield Rd	8	0	\$237.00	\$423.10	\$1,896.00
	Kayfield PL	1	0	\$237.00	\$423.10	\$237.00
	Parkfield Dr	4	0	\$237.00	\$423.10	\$948.00
	Ridgefield Cv	1	0	\$237.00	\$423.10	\$237.00
	Parkfield Pl	1	0	\$237.00	\$423.10	\$237.00
	Crescent Ridge Dr	3	0	\$237.00	\$423.10	\$711.00
	Way field Cv	1	0	\$237.00	\$423.10	\$237.00
	Muirfield Pl	2	0	\$237.00	\$423.10	\$474.00
	Mary Leigh Dr	1	0	\$237.00	\$423.10	\$237.00
	Total					\$6,873.00
Red Oak						
	Gluckstadt Rd	1	0	\$237.00	\$423.10	\$237.00
	Planters Row	4	0	\$237.00	\$423.10	\$948.00
	Farmers Row	1	0	\$237.00	\$423.10	\$237.00
	Hunters Row	6	0	\$237.00	\$423.10	\$1,422.00
	Farmers Cv	1	0	\$237.00	\$423.10	\$237.00
	Farmers Way	1	0	\$237.00	\$423.10	\$237.00
	Cotton Cv	1	0	\$237.00	\$423.10	\$237.00
	Saddle Cv	1	0	\$237.00	\$423.10	\$237.00
	Harvest Cv	1	0	\$237.00	\$423.10	\$237.00
	Raintree Rd	2	0	\$237.00	\$423.10	\$474.00
	Hayfield Pl	1				\$4,503.00
	Total					
Oak Hills						
	Miller St	1	1	\$237.00	\$423.10	\$660.10
	Barfield St		1	\$237.00	\$423.10	\$423.10
	Madison St	2		\$237.00	\$423.10	\$474.00
	Total					\$897.10
Germantown						
	Germantown Rd	3	3	\$237.00	\$423.10	\$1,980.30
	Munich Dr	3	0	\$237.00	\$423.10	\$711.00
	Munich Cv	1	1	\$237.00	\$423.10	\$660.10
	Total					\$3,351.40
Bear Creek Crossing						
	Bear Creek Cr	3	0	\$237.00	\$423.10	\$711.00
	Bear Creek Ct	1	0	\$237.00	\$423.10	\$237.00
	Perry Cv	1	0	\$237.00	\$423.10	\$237.00
	Yandel Rd	2	0	\$237.00	\$423.10	\$474.00
	Bradshaw Cr	5	0	\$237.00	\$423.10	\$1,185.00
	Greer Ct	1	0	\$237.00	\$423.10	\$237.00
	Fairchild Cv	1	0	\$237.00	\$423.10	\$237.00
	Marsha's Way	3	0	\$237.00	\$423.10	\$711.00
	Wells Ct	1	0	\$237.00	\$423.10	\$237.00
	Bradshaw Dr	1	0	\$237.00	\$423.10	\$237.00
	Total					\$4,503.00
Arrington						
	Gluckstadt Rd	1	1	\$237.00	\$423.10	\$660.10
	Arrington Dr	2	1	\$237.00	\$423.10	\$897.10
	Acklum Dr	1		\$237.00	\$423.10	\$237.00
	Total					\$1,794.20
	Subtotal (all Residential subdivisions)					\$21,921.70
	10% Contingency					\$2,192.17
	Grand Total All Residential Subdivisions					\$24,113.87



MAYOR

Walter C. Morrison, IV

CITY CLERK

Lindsay D. Kellum

POLICE CHIEF

Wendell Watts

CITY OF GLUCKSTADT

MISSISSIPPI



ALDER

Section 6, Item E)

Miya Bates

Jayne Powell

Wesley Slay

John Taylor

Lisa Williams

PLANNING AND ZONING ADMINISTRATOR

343 DISTRIBUTION DRIVE

GLUCKSTADT, MS 39110

Memorandum

December 13, 2022

To: The Mayor and Board of Alderman

From: Mike McCollum, Planning and Zoning Administrator

RE: Highway 51 Right of Way Maintenance

The City of Gluckstadt is now responsible for maintaining the right of way for State Highway 51 that is in the City Limits. The Mississippi State Department of Transportation will continue to maintain the roadway portion of the right of way. This means that the City is required to cut the grass and pick up trash on the right of way portion of Highway 51. As I see it, we have three options which are as follows:

1. Ask MDOT to maintain the right of way for one additional year. I am not sure that this is an option since it is a state law that requires the city to do this. The Mayor and I will meet with the Commissioner to see what the possibilities are. MDOT was cutting the right of way two times per year.
2. Maintain the right of way ourselves. To do this, we need additional equipment with a cost estimate of \$94,293.00. This estimate does not include additional personnel so this would fall on our part-time firefighters to perform. My recommendation is to cut and pick up trash 8 times per year based on the growing season.
3. Hire a Contractor to do the Work- The contractor would cut the grass and pick trash 8 times per year. I am seeking cost estimates at the time of this memo, and I anticipate having that for December 13, 2022, Mayor and Board meeting for your consideration.

Thank you for your consideration in this matter. Please contact me if you have any questions.



RENTAL & SUPPLY



Kubota

Section 6, Item E)

WOODS

TORO

REDMAX

P.O. Box 1872 • Madison, MS 39130 • Office: (601) 859-0020 • Fax: (601) 407-1988

EQUIPMENT PROPOSAL

TO: City Of Gluckstadt

DATE: 11/28/2022

SALESMAN: Matt Smith

CUSTOMER APPROVAL: _____

PHONE: _____

CUSTOMER PURCHASE ORDER#: _____

EMAIL: _____

QTY.	DESCRIPTION OF MATERIAL	STOCK #	PRICE
	All Prices Listed Include Current Incentives for In-Stock Items		
	State Contract # 8200061330		
1	Kubota M7060HDC		\$38,327.96
1	Radio		\$585.00
1	M7610 Valve		\$683.72
1	M7610 Valve		\$683.72
1	M7687 2nd Lever Kit		\$138.51
1	M7688 3rd Lever Kit		\$138.51
1	Work Lights and Labor		\$1,800.00
1	Duals and Tires		\$4,800.00
1	M8075 Front SuitCase for weights		\$390.00
1	M8073A Bolt kit		\$63.85
1	Weights x 10 \$98.24 each		\$982.40
1	Woods BW12 Cutter		\$21,500.00
1	Flail Mower OFM2678 26 SERIES 78" OFFSET FLAIL MOWER		\$15,800.00
1	Brushmaster Cutter For Cat 303.5		\$8,400.00
	SUB-TOTAL		\$94,293.67
	TRADE-IN:MODEL/SERIAL#	(-)	
	SALES TAX	(+)	
	TOTAL TO BE PAID OR FINANCED	\$	

V 04

WARRANTY: Standard manufacturers warranty applies. No warranty on used equipment unless stated.

Prices are firm for 30- days from the date of this proposal.

Applicable sales tax will be in addition to prices quoted. This quotation is subject to the terms and conditions on the order unless otherwise stated. All quoted prices are subject to change without notice, and those in effect on dates of shipment shall prevail.

DELIVERY: Can be made within _____ days of receipt of written purchase order, subject to strikes, acts of God, actions of the government or other causes beyond our control.

MAYOR

Walter C. Morrison, IV

CITY CLERK

Lindsay D. Kellum

POLICE CHIEF

Wendell Watts

CITY OF GLUCKSTADT

MISSISSIPPI



ALDER

Section 6, Item F)

Miya Bates

Jayce Powell

Wesley Slay

John Taylor

Lisa Williams

PLANNING AND ZONING ADMINISTRATOR

343 DISTRIBUTION DRIVE

GLUCKSTADT, MS 39110

Memorandum

December 13, 2022

To: The Mayor and Board of Alderman

From: Mike McCollum, Planning and Zoning Administrator

RE: National Flood Insurance Program (NFIP)

Dear Mayor and Board,

I have included in your packet some information on the NFIP with the benefits and obligation of participating in the program and notice of intent to participate. Currently the City of Gluckstadt is still under Madison County's program and for the time being homeowners and businesses are covered by the NFIP. However, speaking to the folks at Mississippi Emergency Management, it is time for us to join the program if we choose. If we do not, these homeowners and businesses that are in special flood hazard areas are not eligible to obtain flood insurance and those who currently have a policy will not be renewed. I recommend we move forward and join the NFIP as soon as possible. If the Mayor and Board decide to do that, I have included a draft notice of intent resolution in your packet for consideration and approval.

Thank you for your consideration in this matter. Please contact me if you have any questions.

RESOLUTION OF INTENT

WHEREAS, certain areas of are subject to periodic

(COMMUNITY)

Flooding, or flood-related erosion, causing serious damages to properties within these areas; and

WHEREAS, relief is available in the form of Federally subsidized flood insurance as authorized by the National Flood Insurance Act of 1968; and

WHEREAS, it is the intent of this _____ **(BOARD, LEGISLATURE, COUNCIL, etc.)**

-to require the recognition and evaluation of flood, or flood-related erosion hazards in all official actions relating to the land use in areas having these hazards; and

WHEREAS, this body has the legal authority to adopt land use and control measures to reduce future flood losses pursuant to _____ **(CITE APPROPRIATE SECTION OF STATE LAW AND OTHER RELEVANT AUTHORITY.)**

NOW, THEREFORE, BE IT RESOLVED, that this _____

(BOARD, LEGISLATURE, COUNCIL, etc.) hereby:

Assures the Federal Insurance Administration that it will enact as necessary, and maintain in force in those areas having flood, or flood-related erosion hazards, adequate land use and control measures with effective enforcement provisions consistent with the Criteria set forth in Part 60 of the National Flood Insurance Program Regulations (**CFR44**); and

Vests with the **(OFFICIAL, OFFICE OR AGENCY)** responsibility, authority and means to:

(a) Assist the Administrator, at his request, in his delineation of the limits of the area having special flood, or flood-related erosion hazards.

Provide such information as the administrator may request concerning present uses and occupancy of the flood plain, or flood-related erosion areas.

Cooperate with Federal, State, and local agencies and private firms which undertake to study, survey, map, and identify flood plain, or flood-related erosion areas, and cooperate with neighboring communities with respect to management of adjoining flood plain, and/or flood-related erosion areas in order to prevent aggravation of existing hazards.

(d) Upon occurrence, notify the Administrator in writing whenever the boundaries of the Community have been modified by annexation or the community

has otherwise assumed or no longer has authority to adopt and enforce floodplain management regulations for a particular area. In order that all Flood hazard Boundary Maps and Flood Insurance Rate Maps

accurately represent the Community's boundaries, include within such notification a copy of a map of the community suitable for reproduction, clearly delineating the new corporate limits or new area for which the community has assumed or relinquished flood plain management regulatory authority.

Appoints to maintain for
(OFFICIAL, OFFICE OR AGENCY)

Public inspection and to furnish upon request for the determination of applicable flood insurance risk premium rates within all areas having special flood hazards identified on a Flood Hazard Boundary Map or Flood Insurance Rate Map, and certificates of flood-proofing, and information on the elevation (in relation to mean sea level) of the level of the lowest floor (including basement) of all new or substantially improved structures, and include whether or not such structures include a basement, and if the structure has been floodproofed; and

Agrees to take such other official action, as may be reasonable necessary to carry out the objectives of the program.

DATE PASSED:

CERTIFICATION:

Residential Rental Inspection Code

of the City of Gluckstadt



Adopted (date), 2022

For additional information and enforcement questions, please contact:

City of Gluckstadt
Planning and Zoning Department
343 Distribution Drive
Gluckstadt, MS 39110
(769) 567-2306
(insert website)

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GENERALCHAPTER 1
ADMINISTRATION

SECTION

101

101.1 Title. These regulations shall be known as the *Residential Rental Inspection Code of the City of Gluckstadt*, hereinafter referred to as "this code" or "RRIC."

101.2 Scope. The provisions of this code shall apply to all residential rental properties and premises and constitute minimum requirements and standards and penalties.

101.3 Intent. This code shall be construed to secure its expressed intent, which is to ensure public health, safety and welfare in so far as they are affected by the initial and continued occupancy and maintenance of residential rental structures and premises. Existing residential rental structures and premises that do not comply with these provisions shall be altered or repaired to provide a minimum level of health and safety as required herein.

101.4 Severability. If a section, subsection, sentence, clause or phrase of this code is, for any reason, held to be unconstitutional, such decision shall not affect the validity of the remaining portions of this code.

101.5 Failure to Enforce Code. Failure to enforce any provisions or regulations of this Code shall not constitute a waiver or imply that the action is legal or prevent enforcement in the future.

SECTION

102**APPLICABILITY**

102.1 General. The provisions of this code shall apply to all matters affecting or relating to residential rental structures and premises, as set forth in Section 101. Where, in a specific case, different sections of this code specify different requirements, the most restrictive shall govern.

102.2 Maintenance. Equipment, systems, devices and safeguards required by this code or a previous regulation or code under which the structure or premises was constructed, altered or repaired shall be maintained in good working order. No owner, operator or occupant shall cause any service, facility, equipment or utility which is required under this section to be removed from or shut off from or discontinued for any occupied dwelling, except for such temporary interruption as necessary while repairs or alterations are in progress. The requirements of this code are not intended to provide the basis for removal or abrogation of fire protection and safety systems and devices in existing structures. Except as otherwise specified herein, the owner or the owner's Operator or designated agent (excluding the tenant) shall be responsible for the maintenance of buildings, structures and premises.

102.3 Application of other codes. Repairs, additions or alterations to a structure, or changes of occupancy, shall be done in accordance with the procedures and provisions of the *City of*

Gluckstadt Zoning Ordinance, International Residential Building Code, International Building Code, International Existing Building Code, International Property Maintenance Code, International Mechanical Code, International Fuel Gas Code, International Mechanical Code and/or the National Electrical Code, as adopted by the City of Gluckstadt.

102.4 Existing remedies. The provisions in this code shall not be construed to abolish or impair existing remedies of the City of Gluckstadt or its officers or agencies relating to the removal or demolition of any structure which is dangerous, unsafe and/or insanitary.

102.5 Workmanship. Repairs, maintenance work, alterations or installations which are caused directly or indirectly by the enforcement of this code shall be executed and installed in a workmanlike manner and installed in accordance with the manufacturer's installation instructions or applicable Code or Ordinance adopted by the City of Gluckstadt, whichever is more restrictive.

102.7 Referenced codes and standards. The codes and standards referenced in this code shall be those that are listed in Section 102.3 and considered part of the requirements of this code to the prescribed extent of each such reference. Where differences occur between provisions of this code and the referenced standards, the provisions of this code shall apply.

102.8 Requirements not covered by code. Requirements necessary for the strength, stability or proper operation of an existing fixture, structure or equipment, or for the public safety, health and general welfare, not specifically covered by this code, shall be determined by the Code Official.

102.9 Short-term Residential Rental Limitations. Any occupancy of such Dwelling Unit must be for a period of greater than thirty days. A Short-term Rental License is required for the rental of any Dwelling Unit for a period of less than three months.

SECTION

103

PLANNING AND ZONING DEPARTMENT

103.1 General. The Planning and Zoning Department shall enforce the requirements of this Ordinance.

103.2 Liability. The Code Official, Officer or Employee charged with the enforcement of this code, while acting for the jurisdiction, shall not thereby be rendered liable personally, and is hereby relieved from all personal liability for any damage accruing to persons or property as a result of an act required or permitted in the discharge of official duties.

Any suit instituted against any officer or employee because of an act performed by that officer or employee in the lawful discharge of duties and under the provisions of this code shall be defended by the legal representative of the City of Gluckstadt until the final termination of the proceedings. The Code Official or any subordinate shall not be liable for costs in an action, suit or proceeding that is instituted in pursuance of the provisions of this code; and any officer of the Planning and Zoning Department, acting in good faith and without malice, shall be free from liability for acts performed under any of its provisions or by reason of any act or omission in the performance of official duties in connection therewith.

103.3 Fees. The fees for activities and services performed by the department in carrying out its responsibilities under this code shall be in accordance with the Fees identified by Ordinances of the City of Gluckstadt or other such fee schedule as may be adopted by resolution.

SECTION

104

DUTIES AND POWERS OF THE CODE OFFICIAL

104.1 General. The Code Official shall enforce the provisions of this code.

104.2 Rule-making authority. The Code Official shall have authority as necessary in the interest of public health, safety and general welfare, to adopt and promulgate rules and procedures; to interpret and implement the provisions of this code; to secure the intent thereof; and to designate requirements applicable because of local climatic or other conditions. Such rules shall not have the effect of waiving structural or fire performance requirements specifically provided for in this code, or of violating accepted engineering methods involving public safety.

104.3 Inspections. The Code Official shall make all of the required inspections, or shall accept reports, if authorized by the Code Official, of inspection by approved agencies, if any, or individuals. All reports of such inspections shall be in writing and be certified by a responsible officer of such approved agency or by the responsible individual. The Code Official is authorized to engage such expert opinion as deemed necessary to report upon unusual technical issues that arise, subject to the approval of the appointing authority.

104.4 Right of entry. The Code Official is authorized to enter the structure or premises at reasonable times to inspect subject to constitutional restrictions on unreasonable searches and seizures. If entry is refused or not obtained, the Code official is authorized to pursue recourse as provided by law.

104.5 Identification. The Code Official shall carry proper identification when inspecting structures or premises in the performance of duties under this code.

104.6 Notices and orders. The Code Official shall issue all necessary notices or orders to ensure compliance with this code.

104.7 Department records. Record shall be kept in accordance with Mississippi Law for the period required for retention of public records.

SECTION

105

APPROVAL

105.1 Modifications. Whenever there are practical difficulties involved in carrying out the provisions of this code, the Code Official shall have the authority to grant modifications in

writing for individual cases, provided the Code Official shall first find that special circumstances make the strict letter of this code impractical, and the modification is in compliance with the intent and purpose of this code and that such modification does not lessen health, life and fire safety requirements.

1052 Alternative materials, methods and equipment. The provisions of this code are not intended to prevent the installation of any material or to prohibit any method of construction not specifically prescribed by this code, provided that any such alternative has been approved. An alternative material or method of construction shall be approved where the Code Official finds that the proposed design is satisfactory and complies with the intent of the provisions of this code, and that the material, method or work offered is, for the purpose intended, at least the equivalent of that prescribed in this code in quality, strength, effectiveness, fire resistance, durability and safety.

1053 Required testing. Whenever there is insufficient evidence of compliance with the provisions of this code, or evidence that a material or method does not conform to the requirements of this code, or in order to substantiate claims for alternative materials or methods, the Code Official shall have the authority to require tests to be made as evidence of compliance at no expense to the City of Ridgeland.

1053.1 Test methods. Test methods shall be as specified in this code or by other recognized test standards. In the absence of recognized and accepted test methods, the Code Official shall be permitted to approve appropriate testing procedures performed by an approved agency.

1053.2 Test reports. Reports of tests shall be retained by the Code Official for the period required for retention of public records.

1054 Material and equipment reuse. Materials, equipment and devices shall not be reused unless such elements are in good repair or have been reconditioned and tested when necessary, placed in good and proper working condition and approved.

SECTION

106

VIOLATIONS

106.1 Unlawful acts. It shall be unlawful for a person, firm, or corporation to be in conflict with or in violation of any of the provisions of this code.

106.2 Notice of Violation. The Code Official shall serve a notice of violation or order in accordance with Section 107 for violations that require a reasonable time to correct. Notice is not required for the Failure to obtain a Rental License or pass Inspection prior to occupancy or for repeat violations, and a citation may be issued without further notice.

106.3 Prosecution of violation. Any person or entity failing to comply with a notice of violation or order served in accordance with Section 107 shall be deemed guilty of a misdemeanor or civil infraction in accordance with Miss. Code Ann. § 21-23-7. If the notice of violation is not resolved within a reasonable time period as set by the judge, and at the

discretion of the judge, the judge may simultaneously authorize the City of Gluckstadt, at its request, the option to remedy the violation itself, through the use of its own employees or its contractors, without further notice should the defendant fail to fully do so within the time period set by the judge. Subsequent to the City of Gluckstadt and/or its contractors remedying the violation, the City of Gluckstadt may petition the court to assess documented clean up (or repair) costs to the defendant, and, if, following a hearing on such petition, the judge determines (a) the violations were not remedied by the defendant with the time required by the Gluckstadt Municipal Court, (b) that the City of Gluckstadt and/or its contractors remedied the violation itself after such time period expired and (c) that the costs incurred by the City of Gluckstadt were reasonable, the court may assess the costs to the defendant as a judgement, which may be enrolled in the office of the Madison County Circuit Clerk.

106.4 Violation penalties. Except as otherwise noted in this section, any person, individual, corporation, company, partnership, association or any other entity failing to comply with this code or any of the requirements thereof or otherwise violating this code or any of its provisions shall, after notice and a reasonable time to correct said violation(s), pay a fine not exceeding One Thousand Dollars (\$1,000) or imprisonment not exceeding 90 days, or both, for each violation and each day thereafter that said violation(s) remain uncorrected shall constitute separate offense(s) punishable by separate fine(s) not exceeding One Thousand Dollars (\$1000) or imprisonment not exceeding 90 days, or both, pursuant to §§ 21-13-1 and 21-17-5, Mississippi Code of 1972, or other applicable statutes. For the purposes of this ordinance, the term “a reasonable time to correct” shall be the same as included in the correction order required under section 107.2.4 unless separately identified by a judge pursuant to section 106.3 of this Code. Penalties may be imposed for Failure to obtain a Rental License or pass Inspection prior to occupancy or for repeat violations. Penalties may be imposed for repeat violations without providing an additional time period to correct the violation.

106.5 Liens. If the Owner’s surety as required in §114 is insufficient to satisfy costs and penalties as set forth in §§ 106.3 and 106.4, such costs and penalties may be assessed against the real estate for which such costs and penalties were incurred. Such lien shall be second only to tax liens, and the amount thereof shall bear interest at the rate of eight per cent per annum for costs from the date of payment by the City of such costs. The City may institute foreclosure on such lien to recover said costs and penalties.

106.6 The City shall impose for said violation(s) all other penalties and have access to any other remedies available under the law to correct the conditions giving rise to the violation(s) of this code.

106.7 Abatement of violation. The imposition of the penalties herein prescribed shall not preclude the legal officer of the jurisdiction from instituting appropriate action to restrain, correct or abate a violation, or to prevent illegal occupancy of a building, structure or premises, or to stop an illegal act, conduct, business or utilization of the building, structure or premises.

SECTION

107 NOTICES AND ORDERS

107.1 Notice to person responsible. Unless the violation is exempt from notice requirements, whenever the Code Official determines that there has been a violation of this code or has grounds to believe that a violation has occurred, notice shall be given in the manner prescribed in Sections 107.2 and 107.3 to the person responsible for the violation as specified in this code. Notices for condemnation procedures shall also comply with Section 108.1.

107.2 Form. Such notice prescribed in Section 107.1 shall be in accordance with all of the following:

1. Be in writing.
2. Include a description of the real estate sufficient for identification.
3. Include a statement of the violation or violations.
4. Include a correction order allowing a reasonable time to make the repairs and improvements required to bring the dwelling unit, structure, or premises into compliance with the provisions of this code.
5. Inform the property owner of the right to appeal as set forth in Section 111 of this Code.

107.3 Method of service. Such notice shall be deemed to be properly served if a copy thereof is:

1. Delivered personally to the Owner or Operator on file with the City of Gluckstadt or Manager on duty; or
2. Sent by certified or first-class mail addressed to the last known address provided by the Owner or Operator at time of registration; or
3. If the notice is returned showing that the letter was not delivered, a copy thereof shall be posted in a conspicuous place in or about the structure affected by such notice.

107.4 Penalties. Penalties for noncompliance with orders and notices shall be as set forth in Section 106.4.

107.5 Transfer of ownership. It shall be unlawful for the owner of any residential rental dwelling unit, structure, or property who has received a compliance order or upon whom a notice of violation has been served to sell, transfer, mortgage, lease or otherwise dispose of such dwelling unit or structure to another until the provisions of the compliance order or notice of violation have been complied with or until such owner shall first furnish the grantee, transferee, mortgagee or lessee a true copy of any compliance order or notice of violation issued by the Code Official and shall furnish to the Code Official a signed and notarized statement from the grantee, transferee, mortgagee or lessee, acknowledging the receipt of such compliance order or notice of violation and fully accepting the responsibility without condition for making the corrections or repairs required by such compliance order or notice of violation.

SECTION

108

UNSAFE STRUCTURES AND EQUIPMENT

108.1 General. When a structure or equipment is found by the Code Official to be unsafe, or when a structure is found unfit for human occupancy, or is found unlawful, such structure shall be condemned pursuant to the provisions of the International Property Maintenance Code (“IMPC”) as adopted by the City of Gluckstadt.

SECTION

109

EMERGENCY MEASURES

109.1 General. In the event that emergency measures need to be taken by the City of Gluckstadt, the provisions of the IMPC shall govern.

SECTION

110

DEMOLITION

110.1 General. In the event that demolition needs to be ordered by the City of Gluckstadt, the provisions of the IMPC shall govern.

SECTION

111

MEANS OF APPEAL

111.1 Application for appeal. Any person or entity directly affected by a decision of the Code Official or a notice or order issued under this code shall have the right to appeal to the Board of Aldermen, provided that a written application for appeal is filed with the City Clerk within 10 calendar days after the day the decision, notice or order was served. An application for appeal shall be based on a claim that the true intent of this code or the rules legally adopted there under have been incorrectly interpreted, the provisions of this code do not fully apply, or the requirements of this code are adequately satisfied by other means.

111.2 Open hearing. All hearings before the Board shall be open to the public. The appellant, the appellant's representative, the Code Official and any person whose interests are affected shall be given an opportunity to be heard. A quorum shall consist of not less than a majority of the board membership.

111.21 Procedure. The Board shall adopt and make available to the public through the City Clerk procedures under which a hearing will be conducted. The procedures shall not require compliance with strict rules of evidence but shall mandate that only relevant information be received.

111.3 Postponed hearing. When the full Board is not present to hear an appeal, either the appellant or the appellant's representative shall have the right to request a postponement of the hearing.

III.4 Board decision. The Board shall modify or reverse the decision of the Code Official only by a concurring vote of a majority of the total number of board members.

111.4.1 Records and copies. The decision of the Board shall be recorded. Copies shall be furnished to the appellant and to the Code Official.

111.4.2 Administration. The Code Official shall take immediate action in accordance with the decision of the Board.

111.5 Court review. Any person aggrieved by the decision of the Mayor and Board of Aldermen of the City of Gluckstadt may appeal pursuant to Miss. Code Annotated § 11-51-75.

111.6 Stays of enforcement. Appeals of notice and orders (other than Imminent Danger notices) shall stay the enforcement of the notice and order until the appeal is heard by the appeals board.

SECTION

112

RENTAL LICENSE

112.1 Rental License required. It shall be unlawful for any person or entity to own, operate, manage, or maintain Residential Rental Property in the City of Gluckstadt as defined by this Ordinance without a current and valid Rental License having been issued for such Residential Rental Property. Any person or entity owning, operating, managing, or maintaining Residential Rental Property in the City of Gluckstadt shall obtain a Rental License for each separate location.

112.2 Registration and Application. All persons or companies that own Residential Rental Property in the City of Gluckstadt as defined by this Ordinance shall register the Residential Rental Property(ies) with the City of Gluckstadt using forms as adopted by the Planning and Zoning Department.

112.3.1 Application Requirements. In order for Applications for Registration to be valid, all of the following information shall be provided and maintained current with the City of Gluckstadt.

112.3.1.1 Street address of the Residential Rental Property. Single Family Houses, Duplexes, and Townhomes shall submit a separate application for each Dwelling Unit. Multi-family Dwelling Complexes shall submit one application for the entire complex as long as the property is under one ownership. If the Multi-family Dwelling Complex or units are owned by multiple owners, each owner shall submit an application for the portion owned.

112.3.1.2 The name, physical and mailing address, telephone number, and email address of each Owner within the Same Ownership of the entity owning the Dwelling Unit or Apartment Complex.

- 112.3.1.3** If the Owner is utilizing an Operator for the management of the Residential Rental Dwelling, the name, address, telephone number, and email address of the Operator, Owner's Agent, or Management company.
- 112.3.1.4** The name of the occupant(s) authorized to reside at the Residential Rental Property.
- 112.3.1.5** A copy of the signed lease agreement.
- 112.3.1.6** Proof of surety as required by Section 114 of this Code.
- 112.3.1.7** Payment of the \$50 Application Fee.

112.3.2 Duration. The Initial Rental License shall be valid for the remainder of the calendar year through December 31 of the initial license year. An Annual Rental License shall be valid from January 1 through December 31 of each year. An application for renewal may be filed within thirty (30) days prior to the expiration date. The responsibility to file the Application in a timely manner rests with the property owner.

112.3.3 Updates Required. If, subsequent to the issuance of an Initial or Annual Rental License, the Residential Rental Property for which such Rental License was issued has a change(s) in the circumstances that result in a change of information provided on the Application, the Owner shall update the Application within thirty (30) days of the change(s).

SECTION

113

RENTAL INSPECTIONS

113.1 General. All Residential Rental Property in the City of Gluckstadt shall comply with this section.

113.2 Residential Rental Property. All persons or companies that own Residential Rental Property in the City of Gluckstadt, shall cause each unit to PASS inspection every time the unit is vacated and prior to re-occupancy by another Tenant. The criteria for inspection will be the provisions of this Ordinance. A *Summary Checklist for Inspection of a Residential Rental Property* is included in this Ordinance as Appendix 'A'. In instances where the *Summary Checklist for Inspection of a Residential Rental Property* differs from the provisions of this Ordinance, the provisions of this Ordinance shall govern.

113.3 Transfer to a Roommate. It shall be unlawful for an Owner to update a Rental License Application for the purposes of transferring occupancy to a roommate unless said roommate has been on the Application on file with the City of Gluckstadt for more than 6 months prior to the updated Application.

113.3 Violations. Failure to have the required units pass inspection prior to re-occupancy is a strict violation and is punishable in accordance with Section 106 of this Ordinance. Additionally, a delay in the transfer of electrical service or water service from the owner's account to the tenants account will not occur until the Residential Rental Property is in compliance with the provisions of this Ordinance. Additionally, water service may be disconnected or refused for failure to comply with the requirements of this Ordinance.

113.5 Occupied Inspections. Occupied Inspections and Occupied Re-inspections by the City of Gluckstadt are prohibited unless prior authorization is given by the Code Official or his designee. If a situation arises that causes an unavoidable need for an occupied inspection, the Owner can secure a 3rd party inspection through the City of Gluckstadt's preferred Vendor List for a fee of \$650 per inspection per unit payable to the City of Gluckstadt who will pay the 3rd party inspector. The 3rd party inspector will provide a report to both parties and the corrections must be made. Residential Rental Properties that fail inspections or re-inspections, must be re-inspected by the same 3rd party inspector. The owner must pay \$450 for a re-inspection by the 3rd party vendor prior to each re-inspection. If the condition of the occupied Residential Rental Property is in poor condition as reported by the 3rd party inspector, the City of Gluckstadt reserves the right to order that the Residential Rental Property be vacated until such time all violations are resolved. Also, if the Owner fails to make timely repairs, the City of Gluckstadt reserves the right to order that the Residential Rental Property be vacated until such time all violations are resolved. If the unit is vacated, the normal fees for inspections shall apply going forward from the moment the unit is vacated.

113.6 Complaints. Occupants of Residential Rental Property in Gluckstadt are encouraged to address their complaints directly to the Owner or Operator. In the event that the occupant is unable to convince the Owner or Operator to repair an issue(s) with the Residential Rental Property, or the occupant is unable to contact the Owner or Operator to report the issue, or if the occupant prefers not to contact the Owner or Operator, occupants may contact the Planning and Zoning Department to report a possible violation. The City of Gluckstadt will attempt to address the issue with the Owner or Operator if a violation is evident and may choose to issue an official notice to correct violations if the violation is not resolved in a timely manner. If inspection(s) are required, the City of Gluckstadt reserves the right to assess inspection and re-inspection fees, including inspections by 3rd party inspectors for occupied inspections.

SECTION

114

ASSURANCES AND RESPONSIBILITY

114.1 General. All Residential Rental Property in the City of Gluckstadt shall comply with this section.

114.2 Minimum Terms. Any occupancy of a Residential Rental Unit shall be for a minimum term of 30 days. A license issued by the Mayor and Board of Aldermen is required for any occupancy of a Residential Rental Unit for a term less than 3 months, and a new license is required each time there is an occupant change prior to re-occupancy.

Residential Rental Property Assurance. All persons or companies that own single family dwellings, two family dwellings, townhome, other residential rental, or apartments for the purpose of rent or lease in the City of Gluckstadt, shall provide financial assurance in order to be permitted to rent or lease residential rental property in the City of Gluckstadt per Sections 114.3 or 114.4.

114.3. Single Family, Two-Family, Townhome, or Other Residential Rental Property Bond Requirement, excluding Multi-Family Rental Property. All persons or companies that own single family dwellings, two family dwellings, townhomes, or other residential rental property, excluding Multi-Family Rental Property, for the purpose of rent or lease in the City of Gluckstadt, shall provide financial assurance in the form of a \$15,000 Bond per dwelling unit on file with the City of Gluckstadt in order to be permitted to rent or lease Residential Rental Property in the City of Gluckstadt. Said Bond shall provide surety for all sums owing for each and every violation of this Code, including costs and penalties as set forth in Section 106.

114.4. Multi-Family Rental Property Bond Requirement. All persons or companies that own multi-family dwelling units or apartments for the purpose of rent or lease in the City of Gluckstadt, shall provide financial assurance in the form of an Original Bond on file with the City of Gluckstadt in order to be permitted to rent or lease residential rental property in the City of Gluckstadt. Said Bond shall provide surety for all sums owing for each and every violation of this Code, including costs and penalties as set forth in Section 106.

114.4.1 Application. The owner or management agent shall complete a registration application annually at which time, the owner must state the current number of dwelling units. The City of Gluckstadt reserves the right to verify the contents of the application.

114.4.2 Calculation. The City of Gluckstadt will provide the owner or management agent the calculated cost of the required bond. Bonds will be calculated based on the actual number of dwelling units covered by the application times \$1,000 per dwelling unit.

114.4 Responsibility. The owner of the premises shall maintain the structures and exterior property in compliance with the requirements of this Ordinance. A person or entity shall not permit another person to occupy premises which are not in a sanitary and safe condition, and which do not comply with the requirements of this Ordinance. Occupants of a Residential Rental Property are responsible for keeping it in a clean, sanitary and safe condition. The Owner of a Residential Rental Property is responsible for the general maintenance of the property, and the Owner shall become responsible for the Tenants actions or inactions once the City gives notice to the Owner or Operator of violations that have not been addressed by the Tenant.

114.5. Local Requirement. If the owner of a Single Family House(s), Duplexe(s), Townhome(s), or any other Dwelling type other than an Apartment Complex does not live within Madison, Hinds, or Rankin County, the owner shall be represented by an Operator and shall be designated to receive notices and services of process and is authorized to grant consent for the City to inspect the Residential Rental Property pursuant to Section 113 of this Code. Apartment Complexes shall be represented by a Manager that is located at the property.

SECTION

115

UTILITIES

115.1 General. All Residential Rental Property in the City of Gluckstadt shall comply with this section.

115.2 Utilities. Water and Electrical Service shall remain in the tenant's or tenants' name or names for the entire duration that the Residential Rental Property is occupied by the tenant or tenants. Owners or owner's agent shall put the Water and Electrical Service in the owner's or owner's agent's name when the Residential Rental Property is not occupied. No inspection or re-inspection can be performed without Water and Electrical Service active.

115.3 Delay of Transfer. Owners or owner's agent of multiple Single Family, Two-Family, Townhome, Multi-family, or Other Residential Rental Property that do not comply with the requirements of this Ordinance may experience a delay in the transfer of Water and/or Electrical Service until compliance is reached.

CHAPTER 2 DEFINITIONS

SECTION

201

GENERAL

201.1 Scope. Unless otherwise expressly stated, the following terms shall, for the purposes of this code, have the meanings shown in this chapter.

201.2 Interchangeability. Words stated in the present tense include the future; words stated in the masculine gender include the feminine and neuter; the singular number includes the plural and the plural, the singular.

201.3 Terms defined in other codes. Where terms are not defined in this code and are defined in the *City of Gluckstadt Zoning Ordinance, International Residential Building Code, International Building Code, International Existing Building Code, International Property Maintenance Code, International Fire Code, International Plumbing Code, International Mechanical Code* or the *National Electrical Code* such terms shall have the meanings ascribed to them as stated in those codes.

201.4 Terms not defined. Where terms are not defined through the methods authorized by this section, such terms shall have ordinarily accepted meanings such as the context implies.

201.5 Parts. Whenever the words "dwelling unit," "dwelling," "premises," "building," "rooming house," "rooming unit," "housekeeping unit" or "story" are stated in this code, they shall be construed as though they were followed by the words "or any part thereof."

SECTION

202

GENERAL DEFINITIONS

APARTMENT. A dwelling unit located in a multi-family structure for occupancy by one family only, either rented or leased to the occupants.

APPROVED. Approved by the Code Official.

BASEMENT. That portion of a building which is partly or completely below grade.

BATHROOM. A room containing plumbing fixtures including a bathtub or shower.

BEDROOM. Any room or space used or intended to be used for sleeping purposes in either a dwelling or sleeping unit.

CODE OFFICIAL. The official who is charged with the administration and enforcement of this code, or any duly authorized representative or designee.

CONDEMN. To adjudge unfit for occupancy.

DWELLING UNIT. A single unit providing complete, independent living facilities for one or more persons, including permanent provisions for living, sleeping, eating, cooking and sanitation.

EASEMENT. That portion of land or property reserved for present or future use by a person or agency other than the legal fee owner(s) of the property. The easement shall be permitted to be for use under, on or above a said lot or lots.

EXTERIOR PROPERTY. The open space on the premises and on adjoining property under the control of owners or operators of such premises.

EXTERMINATION. The control and elimination of insects, rats or other pests by eliminating their harborage places; by removing or making inaccessible materials that serve as their food; by poison spraying, fumigating, trapping, or by any other approved pest elimination methods.

GARBAGE. The animal or vegetable waste resulting from the handling, preparation, cooking and consumption of food.

GUARD. A building component or a system of building components located at or near the open sides of elevated walking surfaces that minimizes the possibility of a fall from the walking surface to a lower level.

HABITABLE SPACE. Space in a structure for living, sleeping, eating or cooking, bathrooms, toilet rooms, closets, halls, storage or utility spaces, and similar areas are not considered habitable spaces.

HOUSEKEEPING UNIT. A room or group of rooms forming a single habitable space equipped and intended to be used for living, sleeping, cooking and eating which does not contain, within such a unit, a toilet, lavatory and bathtub or shower.

IMMINENT DANGER. A condition which could cause serious or life-threatening injury or death at any time.

INFESTATION. The presence, within or contiguous to, a structure or premises of insects, rats, vermin or other pests.

INOPERABLE MOTOR VEHICLE. A vehicle which cannot be driven upon the public streets for reason including but not limited to being unlicensed, wrecked, abandoned, in a state of disrepair, or incapable of being moved under its own power.

LABELED. Devices, equipment, appliances, or materials to which has been affixed a label, seal, symbol or other identifying mark of a nationally recognized testing laboratory, inspection agency or other organization concerned with product evaluation that maintains periodic inspection of the production of the above-labeled items and by whose label the manufacturer attests to compliance with applicable nationally recognized standards.

LET FOR OCCUPANCY OR LET. To permit, provide or offer possession or occupancy of a dwelling, dwelling unit, rooming unit, building, premise or structure by a person who is or is not the legal owner of record thereof, pursuant to a written or unwritten lease, agreement or license, or pursuant to a recorded or unrecorded agreement of contract for the sale of land.

OCCUPANCY. The purpose for which a building or portion thereof is utilized or occupied.

OCCUPANT. Any individual living or sleeping in a building or having possession of a space within a building.

OCCUPIED. The presence of any person or possessions within a building.

OPENABLE AREA. That part of a window, skylight or door which is available for unobstructed ventilation, and which opens directly to the outdoors.

OPERATOR. Any person who has charge, care or control of a structure or premises which is let or offered for occupancy. Also known as Owner's Agent or Management Company. An Operator must be a Commercial Real Estate Broker located with Madison, Hinds, or Rankin County.

OWNER. Any person, agent, operator, firm or corporation having a legal or equitable interest in the property; or recorded in the official records of the State of Mississippi, Madison County or the City of Gluckstadt as holding title to the property; or otherwise having control of the property, including the guardian of the estate of any such person, and the executor or administrator of the estate of such person if ordered to take possession of real property by a court.

PERSON. An individual, corporation, partnership or any other group acting as a unit.

PREMISES. A lot, plot or parcel of land, easement or public way, including any structures thereon.

PUBLIC WAY. Any street, alley or similar parcel of land essentially unobstructed from the ground to the sky, which is deeded, dedicated or otherwise permanently appropriated to the public for public use.

RESIDENTIAL RENTAL PROPERTY. Residential Rental Property is defined as a dwelling unit, structure(s), and property that is (1) rented, leased, or occupied by a non-fee simple owner pursuant to any lease or rental agreement, or (2) rented, leased or occupied by any non-fee simple owner pursuant to any lease-purchase, any contract for sale, any contract for deed, or any other instrument purporting to transfer ownership of property where the transfer of title is delayed. Residential Rental Property is further defined as an Apartment Unit and premises, a room for rent, a rental house and premises, a rental Townhouse and premises, a rental Duplex and premises, rental Mobile Home, and residential rental units in a Mixed-Use Building or development.

ROOMMATE. An individual that is included in the lease filed with the City of Gluckstadt and

included on the Application for the Rental License.

ROOMING HOUSE. A building arranged or occupied for lodging, with or without meals, for compensation and not occupied as a one- or two-family dwelling.

ROOMING UNIT. Any room or group of rooms forming a single habitable unit occupied or intended to be occupied for sleeping or living, but not for cooking purposes.

RUBBISH. Combustible and noncombustible waste materials, except garbage: the term shall include the residue from the burning of wood, coal, coke and other combustible materials, paper, rags, cartons, boxes, wood, excelsior, rubber, leather, tree branches, yard trimmings, tin cans, metals, mineral matter, glass, crockery, and dust and other similar materials.

SHORT-TERM RENTAL LICENSE. A license provided by the Mayor and Board of Aldermen.

SLEEPING UNIT. A room or space in which people sleep, which can also include permanent provisions for living, eating and either sanitation or kitchen facilities, but not both. Such rooms and spaces that are also part of a dwelling unit are not sleeping units.

STRICT LIABILITY OFFENSE. An offense in which the prosecution in a legal proceeding is not required to prove criminal intent as a part of its case. It is enough to prove that the defendant either did an act which was prohibited or failed to do an act which the defendant was legally required to do.

STRUCTURE. That which is built or constructed or a portion thereof.

TENANT. A person, corporation, partnership or group, whether or not the legal owner of record, occupying a building or portion thereof as a unit.

TOILET ROOM. A room containing a water closet or urinal but not a bathtub or shower.

VENTILATION. The natural or mechanical process of supplying conditioned or unconditioned air to, or removing such air from, any space.

WORKMANLIKE. Executed in a skilled manner; e.g., generally plumb, level, square, in line, undamaged and without marring adjacent work.

YARD. An open space on the same lot with a structure.

CHAPTER 3 GENERAL REQUIREMENTS

SECTION

301

GENERAL

301.1 Scope. The provisions of this chapter shall govern the minimum conditions and the responsibilities of persons for maintenance of structures, equipment, and exterior property.

301.2 Checklist. A *Summary Checklist for Inspection of a Residential Rental Property* is included in this Ordinance as Appendix ‘A’. In instances where the *Summary Checklist for Inspection of a Residential Rental Property* differs from the provisions of this Ordinance, the provisions of this Ordinance shall govern.

301.3 The International Property Maintenance Code, as adopted by the City of Gluckstadt. Chapters 3 through 8 of *The International Property Maintenance Code*, as adopted by the City, are hereby incorporated by reference in order to establish the maintenance, safety, and occupancy requirements of this Ordinance.

APPENDIX 'A'

A full-size version of the *Summary Checklist for Inspection of a Residential Rental Property* can be obtained by contacting the Planning and Zoning Department at (769) 567-2306.

Summary Checklist for Inspection of a Residential Rental Property

Kitchen

- Are required appliances installed, secured, and working?
- Is the vent hood fan and light working above the stove; with the filter installed?
- Does the dishwasher discharge line have a "high-loop" or installed through an air gap?
- Outlets in the kitchen:
 - If serving a kitchen counter, is the receptacle GFCI protected?
 - If being repaired/replaced, does the receptacle, now, need to be GFCI protected?
 - If a receptacle is GFCI protected, are the other necessary receptacles also protected?
- Does the faucet and sink operate and drain, with no leaks?
- Are the sink and countertops sealed water-tight?

Bathrooms

- Are all receptacles in the bathroom GFCI protected?
- Do the doors latch and lock for privacy?
- Is the exhaust fan secured and working? If no exhaust fan, is there a window present and operable?
- Is the toilet:
 - Secure at the base; without wobble?
 - Sealed water-tight at the floor?
 - Functioning as intended; without leaks?
- Bathtub/Shower:
 - Is there a means to plug the drain for a bath to be filled?
 - Does the valve, tub spout, shower head, and drain work?
 - Are the shower head, valves, and tub spouts leak free?
- Lavatories:
 - Does the faucet and drain work, without leaks?
 - Is there a means to plug the drain to allow the sink to be filled?
- Is water-tight sealant applied:
 - At the base of the toilet?
 - Around, and at the base, of the tub AND tub surround joints?
 - Around the lavatory and countertop?

Laundry Room

- Is the washing machine box:
 - Secure and sealed with no gaps?
 - Are the valves working, with no leaks?
 - Are old hoses, not in use, removed from valves?
- Does the dryer duct:
 - Have rigid metal piping (passing through the floor, wall, or ceiling) and secured?
 - Have a back-draft damper installed at the discharge?
- If washer and dryers are supplied, are they installed and functioning?

Gas Appliances

- Is the gas piping secure?
- Is there a gas valve in the same room as the appliance, within 6 feet?
- Is the exhaust piping attached securely to the appliance or draft hood?
- Is there proper clearance around the appliance/exhaust from combustibles?
- Is there sufficient combustible air to supply the appliance?
- If located in an uninhabitable room, is the exhaust piping B-VENT?
- Are the flashing, storm collar and roof cap installed properly at the exterior termination?

Water Heaters

- If being replaced, or recently replaced, does the water heater have a pan under it?
- Is the pan of sufficient size to serve the water heater?
- Is the relief valve piping:
 - Piped to drain with gravity and not piped upwards or trapped?
 - Full sized and not restricted? If using PEX, is it one size bigger?
 - Serving ONLY the water heater and has no tees?
- Is the wiring installed correctly with the ground connected?
- If located in a garage/carport (or accessory room) and is gas fired, is the ignition source lifted 18 inches?

****This checklist is intended to help identify and correct commonly found violations BEFORE an inspection is scheduled; however, this is not a complete list of requirements. For the full requirements, please reference the Residential Rental Inspection Code of the City of Gluckstadt. Some items on this list may not apply to every property. Questions? Call (769) 567-2306.**

APPENDIX 'A' (Continued)

A full size version of the *Summary Checklist for Inspection of a Residential Rental Property* can be obtained by contacting the Planning and Zoning Department at (769) 567-2306.

Summary Checklist for Inspection of a Residential Rental Property**Bedrooms**

- Do the doors latch and lock for privacy?
- If applicable, are all outlets AFCI protected?

Attic Space

- Are all wiring, piping, and other obstructions crossing attic walkway and storage secure?
- Are all the decking for walkways and storage secure with no damage?
- If applicable, are attic exhaust fans working?
- Does the attic ventilation have ¼ inch max openings via mesh or other approved material?
- Is the attic access ladder secure and undamaged?
- Is there any evidence of rodents or pests?
- Are the roofing components (rafters, purlins, collar ties, decking, etc.) in safe condition?

Fireplaces

- Is the hearth and hearth extension secure and damage free?
- Is the hearth extension made of concrete, masonry, or tile?
- Is the fire box in working condition; free from damage?
- Is it clean?
- Is the damper functioning?
- If applicable, does the ash pit and cleanout cover open and close?
- If gas, is there a gas key available for operation?
- Are all required clearances from combustible materials maintained?

Air Conditioning and Heating

- Is the unit heating and cooling?
- Is the air filter installed? Is it clean?
- Is the suction line on the refrigerant line-set fully insulated?
- Is the condensation drain piped and in a way that does not cause a nuisance?
- If gas, is the piping hard piped, or protected, through the HVAC housing?

Property Exterior

- Are the outlets secure, GFCI protected, and in a weather-tight cover?
- If applicable, is the decking free from tripping/fall hazards and structurally stable?
- Are the barriers/fences secure and standing upright? Gates working and latching?
- Are garage doors working properly? Receptacles in garage (and accessory rooms) GFCI?
- Are all hose bibs working, without leaks?
- Are all exterior building penetrations sealed?
- Are all exterior walls, roof, soffit, windows, etc. free from damage?
- Is the property free from falling tree/branch hazards?
- Does the yard have proper drainage and free from holes/wash outs?
- Are the "weeds maintained?

General

- All exposed wiring protected
- Electrical panels are fully labeled
- All wire splicings are contained
- All receptacles work properly
- All doors open, close, and latch
- Property is clean and move-in ready
- All windows are opening, closing, and locking properly without any tricks or straining required.
- Fire extinguishers are charged, easily located, and have certifications up-to-date (if applicable).
- Building identification is permanently attached to the building and visible from the road.
- All ceiling fans, lights, and switches are secure and working.
- All stairs/steps, handrails, and barriers are secure and free from movement.
- All glass (windows, mirrors, etc.) are free from chips, breaks, cracks, and sharp edges.
- Wiring sheathing is fully entering the appliance housings with clamp securing to the sheathing, not wire.
- All flooring is complete with no tears, cuts, holes, or other damage. Proper flooring transitions used.
- All outlet covers are installed and secured
- Smoke alarms sound when tested with smoke
- No signs of moisture or water damage
- Paint is complete and dry BEFORE inspection
- Countertop and bathtub refinishing dry
- Apartment number posted on/near door entry

****This checklist is intended to help identify and correct commonly found violations BEFORE an inspection is scheduled; however, this is not a complete list of requirements. For the full requirements, please reference the Residential Rental Inspection Code of the City of Gluckstadt. Some items on this list may not apply to every property. Questions? Call (769) 567-2306.**

ORDINANCE NO. _____

**AN ORDINANCE OF THE CITY OF GLUCKSTADT, MISSISSIPPI, ESTABLISHING
THE PROCEDURE AND COSTS FOR OBTAINING A SPECIAL EVENTS PERMIT,
AND THE PUNISHMENT FOR VIOLATING THIS ORDINANCE**

Be it ordained by the governing authorities of the City of Gluckstadt, Mississippi as follows, to-wit:

Section 1. Purpose. The regulations contained in this article are ordained and required for the public health, safety, morals, good order, convenience, and general welfare of the community. It is the intention of this article to establish reasonable limits to the demand for police, fire, sanitation, and other city services, to minimize detrimental effects to surrounding properties, to recover a reason portion of the cost of such events to the city, and to provide a regulatory framework for permitting special events.

Section 2. Definitions. The following definitions apply where such words appear in this article:

Applicant shall mean any person or organization who seeks a special event permit from the city to conduct or sponsor an event governed by this section. An applicant must be 18 years of age or older.

Athletic event shall mean an occasion in which a group of persons collectively engage in a sport or form of physical exercise, and which is conducted on any city street, sidewalk, alley or other public right-of-way, or other property owned or controlled by the city, which obstructs, delays, impedes, impairs, or interferes with their usual, normal, and free pedestrian or vehicular use, or does not comply with traffic laws and controls. Athletic events include, but are not limited to, bicycling and foot races.

Banner shall mean a display constructed of canvas, nylon, or vinyl, with proper implements for installation, which advertises an upcoming special event or other topic of interest and benefit to the city, and which is designed for display along the public right-of-way.

Block party shall mean a gathering of neighbors or businesses for the purpose of fellowship, the beautification of an area, or the exposure of the residents to the arts or music, that may or may not require the blocking of any city street. The definition of block parties includes barbeques, picnics, music, games, and dances.

City-sponsored event shall mean an event which is organized by the city, or which the city directly funds and agrees to sponsor or co-sponsor.

Fair or carnival shall mean an enterprise offering amusement attractions or rides, and operation of said events shall be governed by the City of Gluckstadt Code of Ordinances.

Festival shall mean a gathering of people for the buying and selling of goods; an occasion for feasting or celebration; an event usually for the benefit of a charity, public institution, or neighborhood organization; including entertainment, games, and the sale of goods.

Float is defined as a vehicle with two or more wheels without brakes or an engine for its own propulsion, towed or pulled by a pull vehicle, animal, or person(s), upon which is constructed an artistic design, and which may or may not carry costumed riders.

Float walkers are defined as a group of individuals who walk in designated areas beside a float and its pull vehicle during a parade. It is their responsibility to prevent anyone from entering hazardous areas around the float while it is moving, prevent anyone from entering or leaving the float while it is moving, prevent anyone from entering or leaving the float during the parade, and notify the spotter in the pull vehicle of any problem requiring the float to be stopped.

Game is defined as an amusing or competitive activity, involving skill that may or may not include the winning of a prize.

Other special event shall mean an event planned to be held on any city street, sidewalk, alley or other public right-of-way, or other property owned or controlled by the city that meets all three of the following criteria: (a) is reasonably expected to cause or result in more than 25 people gathering in a park or other public place; (b) is reasonably expected to have a substantial impact on such park or other public place; and (c) is reasonably expected to require the provision of substantial public services.

Parade shall mean any organized movement or march of persons and/or things which requires the closure of streets to prevent a conflict with the regular flow of vehicular traffic.

Pre-established route shall mean a route (course of travel) along designated streets, sidewalks or other street rights-of-way that has been established by the chief of police for use by special events whose primary purpose is First Amendment expression.

Pull vehicle shall mean any vehicle, truck, or car that is suitable in size and weight to pull the size float that is attached to its rear trailer hitch.

Special events committee shall mean the 13-member committee designated to review applications for special event permits.

Special events coordinator shall mean the representative of the Gluckstadt Police Department, who shall have the duty to receive and administer all permit applications pursuant to this article, to classify special events for purposes of imposing the permit fee, and to issue final permits.

Section 3. Creation of special events committee. There is hereby created a special events committee, which is designated to review all requests for permits pursuant to this article. The

committee shall be comprised of 13 members, representing 12 city departments or divisions. The composition shall be as follows:

- (1) Gluckstadt Police Department - One member, serving as special events coordinator;
- (2) Gluckstadt Fire Department - One member;
- (3) Public Works Department - One member;
- (4) Mayor's Office - One member;
- (5) Parks and Recreation - One member; (if applicable)
- (6) Permitting and Licensing Department - One member;
- (7) City Attorney's Office - One member;
- (8) City Clerk's Office - One member;

This committee shall have the authority to establish regulations for the orderly enforcement and administration of the article, which shall be consistent with the provisions of this article.

Section 4. Permit required; exemptions. Any person desiring to conduct or sponsor a parade, athletic event, block party, festival or other special event in the City shall first obtain a special event permit from the special events coordinator. A special event permit is not required for the following:

- (1) Any parade, athletic event, block party, festival or other special event that is a city-sponsored event; or
- (2) Funeral processions.

Section 5. Deadline to submit application.

(a) Any person desiring to sponsor a parade, athletic event, block party, festival or other special event not exempted by this article shall apply for a special event permit by filing an application with the special events coordinator of the Gluckstadt Police Department on a form supplied by that person. Applications must be submitted not less than 15 days no more than 30 days before the event date.

(b) Upon a showing of good cause, the special events coordinator shall consider an application that is filed after the filing deadline, if there is sufficient time to process and investigate the application and to obtain police services for the event, if necessary. Good cause can be demonstrated by the applicant showing that the circumstances giving rise to the permit application did not reasonably allow the participants to file within the time prescribed, and that

the event is for the primary purpose of exercising the right of free speech, and that the applicant will select a pre-established route.

Section 6. Application requirements. The application for a special event permit shall provide the following information:

(1) *All events.*

- a. Name, address and telephone number of the applicant and an alternate contact person;
- b. If the event is proposed to be sponsored by an organization, the name address and telephone number of that organization, and the authorized head of the organization; if requested by the coordinator, written authorization to apply for the special events permit by an officer of the organization;
- c. Name, address and telephone number of the person who will be present and in charge of the event on the day of the event;
- d. Type of event and purpose of the event;
- e. Date and estimated starting and ending time of the event;
- f. Location of the event including its boundaries;
- g. Estimated number of participants and spectators in the event;
- h. Type and estimated number of vehicles, animals, and structures that will be used at the event;
- i. Description of any sound amplification equipment that will be used at the event;
- j. Whether any food or beverages, including alcoholic beverages, or merchandise will be sold at the event;
- k. Whether monitors or private security will be employed at the event;
- l. Parking requirements and arrangements for the event;
- m. Whether any banners will be utilized to promote the event, and desired locations of these banners; and
- n. Whether there will be water, toilets and first aid provided to the participants and the locations of the water, toilets and first aid.

(2) *Additional information required for parades, races and other events occurring along a street or road.*

- a. The assembly point for the event, the time at which units of the parade or other event will begin to assemble;
- b. The route to be traveled;
- c. Whether the parade or other event will occupy all or only a portion of the streets proposed to be traversed;
- d. The intervals of space to be maintained between units of a parade or other event;
- e. The number, types and size of floats;
- f. Material and maximum size of any signs or banners to be carried along the route; and
- g. Any rules or regulations developed by the organizers that apply to the event.

(3) *Supplemental information.* Any supplemental information which the coordinator shall find reasonably necessary, under the particular circumstances of the special event application, to determine whether to approve, or conditionally approve a special event permit.

(4) *Certification of understanding.* All applicants must certify that they understand that the grant of any permit under this article shall not be deemed waiver on the part of the city of the terms of any other ordinance or policies of the city.

Section 7. Approval. The special events coordinator may approve, conditionally approve, or deny an application. Such action shall be taken no later than ten (10) days after receiving a completed application for an event along a pre-established route. Action on all other special event applications shall be taken no later than four (4) working days after receiving a completed application, unless the applicant is requested to provide additional or supplemental information, in which case the action may be delayed until such time as that information is received by the special events coordinator. If the application is denied, the special events coordinator shall inform the applicant of the grounds for denial in writing, and his right of appeal. If the special events coordinator relied on information about the event other than that contained in the application, he shall inform the applicant about this information he considered. The applicant shall be notified of any conditions placed on the permit at the time the application is approved and of his right to appeal those conditions. If the coordinator refuses to consider a late application as provided by this article, the coordinator shall inform the applicant of his reason for the refusal, and of his right of appeal.

Section 8. Grounds for denial of application or revocation of a special event permit.

(a) The special events coordinator or his designee shall approve an application for a special permit unless he determines from a consideration of the application, or other pertinent

information, any of the following, which shall also be justification for the special events coordinator to revoke a previously issued permit:

- (1) Information contained in the application, or supplemental information requested from the applicant, is found to be false in any material detail; or
- (2) The applicant fails to complete the application form within five calendar days after having been notified of the additional information or documents required; or
- (3) Another special event permit application has been received prior in time, or has already been approved, to hold another event at the same time and place requested by the applicant; or so close in time and place as to cause undue traffic congestion; or
- (4) Another special event permit application has been received prior in time or has already been approved such that the police department is unable to meet the needs for police services for both events; or
- (5) The time, route, or size of the event will substantially interrupt the safe and orderly movement of traffic contiguous to the event site or route, or disrupt the use of a street at a time when it is usually subject to great traffic congestion; or
- (6) The concentration of persons, animals, and vehicles at the site of the event, or the assembly and disbanding areas around an event, will prevent proper police, fire, or ambulance services to areas contiguous to the event; or
- (7) The size of the event will require diversion of so great a number of police officers of the city to ensure that all participants stay within the boundaries or route of the event, or to protect participants in the event, as to prevent normal protection to the remainder of the city; or
- (8) The parade, or other event moving along a route, will not move from its point of origin to its point of termination in three hours or less; or
- (9) The location of the event will substantially interfere with any construction or maintenance work scheduled to take place upon or along the city streets, or along any public right-of-way, or where construction work is scheduled in connection with a previously granted encroachment permit; or
- (10) The event shall occur at a time when school is in session at a route or location adjacent to the school or class thereof, or on a route or at a location adjacent to any hospital such that the noise created by the activities of the event would substantially disrupt the educational activities of the school or class thereof, or would cause a disturbance and be detrimental to the well-being of any patients at the hospital; or
- (11) The event is a parade that is scheduled to begin after the hour of 8:00 p.m.

(b) Nothing herein authorizes denial of a permit because of the need to protect participants from the conduct of others, if reasonable permit conditions can be imposed to allow for adequate protection of event participants with the number of police officers available to police the event.

(c) When grounds for denial of an application for permit specified in subsection (a)(3) through (a)(11) above can be corrected by altering the date, time, duration, route, or location of the event, the special events coordinator shall, instead of denying the application, conditionally approve the application upon the applicant's acceptance of conditions for permit issuance. The conditions imposed shall provide for only such modification of the applicants proposed event as are necessary to achieve compliance with subsections (a)(3) through (a)(11) above.

Section 9. Conditions.

(a) The special events coordinator may condition the issuance of a special events permit by imposing reasonable requirements concerning the time, place and manner of the event, and such requirements as are necessary to protect the safety of persons and property, and the control of traffic, provided such conditions shall not unreasonably restrict the right of free speech. Such conditions may include, but are not limited to the following:

- (1) Alteration of the date, time, route, or location of the event proposed on the event application.
- (2) Conditions concerning the area of assembly and disbanding of a parade or other events occurring along a route.
- (3) Conditions concerning accommodation of pedestrian or vehicular traffic, including restricting the event to only a portion of a street traversed.
- (4) Requirements for the use of traffic cones and barricades.
- (5) Requirements for the provision of first aid or sanitary facilities.
- (6) Requirements for the use of event monitors and the providing of notice of permit conditions to event participants.
- (7) Restrictions on the number and type of vehicles, animals, or structures at the event, and inspection and approval of all floats, structures, and decorated vehicles for fire safety by the fire department.
- (8) Compliance with animal protection ordinances and laws.
- (9) Requirements for use of garbage containers, and the cleanup and restoration of city property.
- (10) Restrictions on the use of amplified sound; and

(11) Proof of notification of the event to businesses and residences along the affected route or street(s) in advance of the event.

(b) All events will be conditioned upon compliance with any relevant ordinance or law, including but not limited to any ordinances governing the construction and safety of temporary structures, booths, or tents and on the procurement of any legally required permits, licenses or certificates, including, but not limited to, any necessary business permits, beer permits, fire safety inspection permits, and state health department permits.

Section 10. Special provisions. The special events committee shall have the authority to establish rules of procedure and safety provisions to govern particular events. Said rules of procedure shall be made available to the public.

Section 11. Appeals.

(a) The applicant shall have the right to appeal the denial of a permit or a permit condition to the City Council of the City of Gluckstadt by the filing of a notice of appeal with the special events coordinator within ten days of notification of said denial or permit condition.

(b) The city council shall hold a hearing at the next available regularly scheduled meeting of that body. The decision of the city council shall be final.

Section 12. Indemnification. Prior to the issuance of a special event permit, the permit applicant or sponsor (if any), must sign an agreement to reimburse the city for any costs incurred by the city in repairing damage to city property occurring in connection with the permitted event proximately caused by the actions of the permittee/sponsoring organization, its officers, employees, or agents, or any person who was under the permittee/sponsoring organizations control insofar as permitted by law. The agreement shall also provide that the permittee/sponsoring organization shall hold harmless, indemnify and defend the city, its officials, members, agents and employees from any claim of injury or damage arising from or proximately caused by actions of the permittee/sponsoring organization, its officers, employees, or agents, or any person who was under the permittee/sponsoring organization's control, in connection with the permitted event, regardless of whether the city is actively negligent or passively negligent, except for those claims, costs, damages, demands, liability and notices, or any of these, caused solely by the negligence or willful misconduct of the city. Persons who merely join in a parade or event are not considered to be "under the control" of the permittee/sponsoring organization by that reason alone.

Section 13. Insurance.

(a) The applicant/sponsoring organization of an event must possess or obtain public liability insurance to protect against loss from liability imposed by law for damages on account of bodily injury and property damage arising from the event. Such insurance shall name on the policy or by endorsement as additional insureds the city, its officers, employees, and agents.

Insurance coverage must be maintained for the duration of the event. Coverage shall be a comprehensive general liability insurance policy with the following minimum limits:

- (1) \$250,000.00 each person—Bodily injury; \$500,000.00 each occurrence—Bodily injury; \$100,000.00 each occurrence—Property damage; or
- (2) \$500,000.00 each occurrence combined single limit bodily injury and property damage.

(b) A copy of the policy or certificate of insurance along with all necessary endorsements must be filed with the special events coordinator no less than five days before the date of the event, unless the special events coordinator for good cause waives the filing deadline. The special event permit shall not be issued by the special events coordinator until after the insurance policy or certificate of insurance, along with necessary endorsements, have been filed by the applicant/sponsor and approved by the special events coordinator.

(c) The insurance requirements of subsections (a) and (b) above shall not apply to any special event classified as a Class D special event. Nothing herein shall waive the requirement to complete the indemnification agreement.

(d) The insurance requirements of subsections (a) and (b) above may be waived by the special events committee for non-athletic events, if the applicant or officer of the sponsoring organization signs a verified statement that he believes the event's purpose is First Amendment expression, and that he has determined that the cost of obtaining insurance is so financially burdensome that it would constitute an unreasonable burden on the right of First Amendment expression. The statement shall include the name and address of one insurance agent or other source for insurance coverage contacted to determine insurance premium rates for insurance coverage. The committee shall review such statement before any determination regarding waiver of insurance. Nothing herein shall waive the requirement to complete the indemnification agreement.

Section 14. Fees.

(a) The special events coordinator shall classify each application according to the following criteria:

- (1) The anticipated amount of extra personnel that shall be required to be furnished by the city to accomplish the necessary public safety and sanitation components of the special event. By agreement, as endorsed upon the permit or in a separate contract, the applicant may furnish some of the personnel required; and the anticipated personnel requirements for classification purposes shall be considered as reduced accordingly;
- (2) The type and amount of city services required other than extra personnel hours; and
- (3) The anticipated number of persons attending the event over the entire period of the special event.

(b) The classes of special event permits and the evaluated factors of each class shall be as follows:

(1) *Class A permit.* For a special event which will require between 25 and 50 extra personnel hours and for which the attendance is anticipated to be in excess of 5,000 persons over the entire period of the special event.

(2) *Class B permit.* For a special event which will require between three and 25 extra personnel hours and for which the attendance is anticipated to be from 500 to 5,000 persons over the entire period of the special event.

(3) *Class C permit.* For a special event which will require fewer than three extra personnel hours and for which the attendance is anticipated to be less than 500 persons over the entire period of the special event.

(4) *Class D permit.* For a special event which will require no city services and for which the attendance is anticipated to be 200 persons or less over the entire period of the special event; for any parade sponsored by an educational institution; for the inaugural parade for the Governor of Mississippi.

Application fee	Permit fee	Sanitation fee	Class	Attendance	Extra personnel hour
\$10.00	\$1000.00	\$150.00	A	greater than 5,000	25—50
10.00	200.00	75.00	B	500—5,000	3—25
10.00	30.00	20.00	C	less than 500	3
00.00	00.00	00.00	D	200 or less	0 hours and no city services required

(c) If a special event permit is approved, the applicant may obtain such permit by agreeing to accept the classification and conditions imposed by the special events coordinator and by paying the applicable permit fee and sanitation deposit. Such fees shall be determined according to the following schedule:

(d) Any special event requiring in excess of the extra personnel hours and city services anticipated in the application and endorsed on the permit shall reimburse the city for the cost of such excess personnel hours and services in addition to the initial permit fee.

(e) Upon satisfactory completion of the sanitation deposit agreement, the sanitation deposit fee shall be refunded to the applicant.

(f) The special events coordinator shall waive all fees, other than the application fee, for any event not involving the sale of food or beverages, and not requiring the blocking of any streets or otherwise impeding the flow of vehicular traffic, which is conducted for the primary purposes of expression of First Amendment rights.

(g) The State Memorial Stadium Commission shall pay a minimum of \$5,000.00 each year for city services and the services of city personnel for all football games wherein one or more of the participants is a college or university supported by the State of Mississippi, or the football game is the state high school all-star football game.

Section 15. Cleanup deposits for certain special events.

(a) All applicants/sponsoring organizations shall be responsible for the cleanup of the event site or route within 12 hours of the conclusion of the event. To ensure such cleanup, the applicant/sponsor of an event shall be required to provide a cleanup deposit prior to the issuance of a special event permit. The cleanup deposit required shall be based on the classification of the special event by the special events coordinator in accordance with this article.

(b) The committee shall conduct a closeout meeting at the conclusion of each event at which time the permittee/sponsoring organization's compliance with the permit shall be assessed.

(c) The cleanup deposit shall be returned to the applicant/sponsor after the event if the area used for the permitted event has been cleared and restored to the same condition as existed prior to the event within 12 hours of the conclusion of the event.

(d) If the property used for the event has not been properly cleaned or restored, the city shall do so, and the applicant/sponsor shall be billed for the actual cost incurred by the city for cleanup and restoration, and the cleanup deposit, or a portion thereof, shall be applied toward the payment of the bill. If the applicant/sponsor disputes the bill, he may appeal to the city council within ten days after receipt of the bill. Should there be any unexpended balance on deposit after completion of the work, this balance shall be refunded to the applicant/sponsor. Should the amount of the bill exceed the cleanup deposit, the difference shall become due and payable to the city upon the applicant's receipt of the bill.

Section 16. Duties of permittee/sponsor of event

(a) The permittee/sponsor of an event shall comply with all terms and conditions of the special event permit, the provisions of this article and any other applicable state, federal or local law.

(b) Each permittee/sponsor of any event shall ensure that the person leading a parade or other event along a route, or the person in charge of any other event shall carry the special event permit on his person for the duration of the event.

Section 17. Violations.

(a) It shall be unlawful for any person to sponsor or conduct a parade, athletic event, block party, festival or other special event requiring a special event permit unless a permit has been issued for the event. It is unlawful for any person to participate in such an event with the knowledge that the sponsor of the event has not been issued the required permit.

(b) No person shall interfere with or disrupt a lawful parade, athletic event, block party, festival or other special event.

(c) The special event permit authorizes the permittee/sponsor to conduct only such event as is described in the permit, and in accordance with the terms and conditions of the permit. It shall be unlawful for the permittee/sponsor to willfully violate the terms and conditions of the permit. It shall be unlawful for any event participant with knowledge of the terms and conditions of the permit to willfully violate the terms and conditions of the permit.

Section 18. Penalties.

Any person violating any provision of this article shall be deemed guilty of a misdemeanor and, upon conviction thereof, shall be punished by a fine not to exceed \$1,000.00 for each violation of the article. A special event operated otherwise than in accordance with this article shall be a public nuisance which may be enjoined or abated as allowed by law. Such violations may also be addressed by civil action and any violator shall be liable for the actual full costs to the city for having provided police services for, or because of, the event.

Section 19. This Ordinance having been reduced to writing and no request for the same to be read by the Clerk having been made, the same was introduced by Alderman _____, seconded by Alderman _____ and was adopted by the following vote, to-wit:

	Aye	Nay
ALDERWOMAN BATES	_____	_____
ALDERMAN POWELL	_____	_____
ALDERMAN SLAY	_____	_____
ALDERMAN TAYLOR	_____	_____
ALDERWOMAN WILLIAMS	_____	_____

The Mayor thereby declared the motion carried and the Ordinance adopted and approved
on this the _____ day of _____, 2022.

SO ORDAINED, THIS THE _____ DAY OF _____, 2022.

WALTER C. MORRISON, IV
MAYOR

Attest:

LINDSAY D. KELLUM
CITY CLERK

[SEAL]

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF GLUCKSTADT, MISSISSIPPI, CREATING REGULATIONS RELATED TO RETAIL BUSINESS CENTERS WITH PARKING LOTS CONTAINING 25 OR MORE PARKING SPACES AND/OR A TWO THOUSAND SQUARE FOOT MINIMUM BUILDING; PROVIDING FOR INSTALLATION OF SECURITY CAMERA SYSTEMS FOR PARKING LOT, ENTRY AND EXIT DOOR SURVEILLANCE; PROVIDING FOR A PROCEDURE FOR RETAIL BUSINESS CENTERS TO KEEP RECORDINGS FOR 30 DAYS; PROVIDING TECHNICAL SPECIFICATIONS FOR A SECURITY CAMERA SYSTEM; CREATING A GRACE PERIOD FOR COMPLIANCE FOR EXISTING RETAIL BUSINESS CENTERS; ESTABLISHING PENALTIES FOR VIOLATION OF THESE SECTIONS; REPEALING ALL ORDINANCES IN CONFLICT; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Gluckstadt (the "City") deems it to be in the best interest of the health, safety, and welfare of its citizens, businesses, and visitors to provide safer environments for customers and employees in its community; and

WHEREAS, the Mayor and Board of Aldermen of the City find that the parking lots retail, restaurant and service establishments ("Retail Business Centers") may expose people to the risk of abductions, robberies, and other similar criminal acts; and

WHEREAS, statistics compiled by the Gluckstadt Police Department demonstrate that insufficient security is a significant threat to the health, safety, and well-being of visitors and citizens of the City, and

WHEREAS, a study conducted by the U.S. Department of Justice, Community Oriented Policing Services (COPS) has determined that there is a reduced level of fear amongst people who are aware they are under video surveillance, while also encouraging people to be more security conscious; and

WHEREAS, the U.S. Department of Justice study also concluded that those security camera systems may drive offenders away from committing offenses that take time, as they run a greater risk of capture; and

WHEREAS, the U.S. Department of Justice study concluded that there is an actual investigative benefit provided by these security camera systems once an offense has been committed; and

WHEREAS, the Mayor and Board of Aldermen of the City of Gluckstadt, Mississippi, in consultation with the City's Police Department, finds that certain minimum-security standards, including the installation of security cameras to monitor the parking lots and entry and exit doors of Retail Business Centers, should both improve the solvability of crimes in those areas and deter and prevent future crimes; and

WHEREAS, the threat of liability for these incidents to Retail Business Center owners is very significant and could undermine the economic health of the City's business community; and

WHEREAS, by installing these security cameras now, rather than after an incident takes place, owners of Retail Business Centers may take affirmative steps to not only protect their loyal customers and employees but also help insulate themselves from liability; and

WHEREAS, the installation of security cameras would be a valuable tool for protecting customers and employees from harm and to help protect owners of Retail Business Centers from liability.

NOW, THEREFORE BE IT ORDAINED BY THE MAYOR AND BOARD OF ALDERMEN OF THE CITY OF GLUCKSTADT, MISSISSIPPI, AS FOLLOWS:

Section 1. Recitals Adopted. That the recitals set forth above are true and correct and incorporated herein by reference.

Section 2. Cameras in Retail Business Centers.

- (1) Title. This section shall be known as the "City of Gluckstadt Parking Lot and Building Security Ordinance."
- (2) Findings. The Board of Aldermen finds that the installation of security cameras to monitor the parking lots of those facilities in commercial zoned areas under common ownership or control whose primary use is to provide space for retail, restaurant, professional, medical, office and service establishments (hereafter "Retail Business Centers"), will help protect the City's citizens, visitors and business employees from abductions, robberies, and other similar criminal acts, supplementing existing law enforcement services. The Mayor and Board of Aldermen of the City of Gluckstadt, in consultation with the City's Police Department, finds that the installation of security cameras to monitor the parking lots and entry and exit doors of Retail Business Centers may improve both the solvability of crimes in those areas and, more importantly, deter future crime. The City Council also finds that certain minimum-security requirements are beneficial to better protect the health, welfare, and safety of residents and visitors to the City.
- (3) Intent. It is the Mayor and Board of Aldermen's intent to require that the parking lots and entry and exit doors of Retail Business Centers that have twenty-five (25) or more parking spaces and/or a two thousand (2,000) square feet or more building be equipped with a security camera system that may assist law enforcement personnel in offender identification, apprehension and conviction. It is the Mayor and Board of Aldermen's intent that security cameras required hereunder shall significantly improve solvability of crimes committed in parking lots.
- (4) Exemptions. This ordinance shall not apply to parking structures and other types of parking areas that solely service facilities whose primary function is for residential uses.

(5) Required Security Camera System for Retail Business Centers.

(a) Every Retail Business Center shall install, maintain and operate a security camera system capable of producing retrievable and identifiable images and storing them on digital video recorders, or other comparable media, that can be enlarged and used to assist law enforcement in offender identification, apprehension and prosecution ("Security Camera System"). For purposes of compliance with this ordinance, this requirement is the duty and obligation of the developer, owner and/or lessor of the real property on which the Retail Center is located, and not the tenant or lessee of individual units within the Retail Center.

(b) The Security Camera System must be capable of identifying all vehicles entering and leaving the parking area/lot(s) and all entry and exit doors of the Retail Business Center. The minimum technical specifications of the Security Camera System shall be:

- (i.) Camera – a minimum of 480 Total Vertical Lines (TVL) or resolution.
Recording Device- 640 x 480 recording resolution, and Infra-Red (IR) capability of night time use.
- (ii.) Recording Capability – Retain data from all cameras for thirty (30) days or more.

(6.) Every Retail Business Center shall operate its security camera system for no less than two (2) hours before the opening of the first business in the Retail Business Center, during business hours, and two (2) hours after the closing of the last business in the Retail Business Center, seven (7) days a week.

(7.) Implementation Schedule. Every Retail Business Center shall have eighteen (18) months from the effective date of this ordinance to comply with its requirements. Retail Business Centers that commence operations after the effective date of this ordinance shall comply with the requirements of this ordinance prior to the commencement of operation.

(8.) Signage Requirement. Every Retail Businesses Center subject to the provisions of this ordinance shall post signs that are clearly visible from the parking area/lot(s) that state: "This outdoor area is being monitored by surveillance cameras by order of the City of Gluckstadt and any criminal acts committed herein will be punished to the fullest extent of the law." There shall be a minimum of one sign for every 250 parking spaces, which signs shall be evenly placed throughout the parking area/lot(s), provided that no parking area/lot(s) subject to this ordinance shall have less than one (1) sign.

(9.) Landscaping. Nothing in this ordinance shall require a Retail Business Center to remove any City required landscaping.

(10.) Permitting Fees Waived. The City shall Waive all building permit fees associated with the initial implementation of this ordinance upon the permitting and installation of such system.

(11.) Exception. It shall not be a violation of this ordinance if the Security Camera System is inoperable as a result of an act of God including, but not limited to weather conditions, as long

as the camera is restored to operational capacity as soon as reasonably possible.

Section 3. Penalties. Violation of this ordinance is punishable by a fine of not more than five hundred dollars (\$500). Each day of non-compliance constitutes a separate violation.

Section 4. Severability. The provisions of this Ordinance are declared to be severable, and if any section, sentence, clause or phrase of this Ordinance shall for any reason be held to be invalid or unconstitutional, such decision shall not affect the validity of the remaining sections, sentences, clauses, and phrases of this Ordinance but they shall remain in effect, it being the legislative intent that this Ordinance shall stand notwithstanding the invalidity of any part.

Section 5. Conflicts. All ordinances in conflict with this ordinance are repealed to the extent of such conflict.

Section 6. Effective Date. This Ordinance shall be effective thirty days from and after adoption.

Section 7. This Ordinance having been reduced to writing and no request for the same to be read by the Clerk having been made, the same was introduced by Alderman _____, seconded by Alderman _____ and was adopted by the following vote, to-wit:

	Aye	Nay
ALDERWOMAN BATES	_____	_____
ALDERMAN POWELL	_____	_____
ALDERMAN SLAY	_____	_____
ALDERMAN TAYLOR	_____	_____
ALDERWOMAN WILLIAMS	_____	_____

The Mayor thereby declared the motion carried and the Ordinance adopted and approved on this the _____ day of _____, 2022.

SO ORDAINED, THIS THE _____ DAY OF _____, 2022.

WALTER C. MORRISON, IV
MAYOR

Attest:

LINDSAY D. KELLUM
CITY CLERK
[SEAL]

CITY OF GLUCKSTADT
MISSISSIPPI
OFFICE OF THE POLICE DEPARTMENT

MEMORANDUM

TO: Mayor & Board of Aldermen

FROM: Wendell E. Watts, Chief of Police



DATE: 12/06/2022

SUBJECT: Request Mayor and Board approve Crime Stopper Ordinance

I am requesting the Mayor and Board approve the crime stoppers ordinance. See attached.

**AN ORDINANCE AUTHORIZING THE ASSESSMENT OF A FINE OF \$2.00 PER
MISDEMEANOR CASE PROSECUTED THROUGH MUNICIPAL COURT FOR
DISTRIBUTION TO CENTRAL MISSISSIPPI CRIME STOPPERS**

WHEREAS, it has come to the attention of the Board of Aldermen of the City of Gluckstadt, Mississippi that an assessment of \$2.00 per misdemeanor charge through the Municipal Court be distributed to Central Mississippi Crime Stoppers for their use in rewards and other incentives to procure information regarding crimes to be provided to the appropriate authorities to assist in the capture and conviction of the perpetrator of these crimes;

**NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND BOARD OF
ALDERMAN OF THE CITY OF GLUCKSTADT, MISSISSIPPI, AS FOLLOWS**

SECTION 1: That the Municipal Court of the City of Gluckstadt, Mississippi assesses a \$2.00 per misdemeanor fee on all cases that are prosecuted through the Municipal Court.

SECTION 2: That the revenue generated from said misdemeanor fee be distributed by the Mississippi Department of Public Safety Planning and given to Central Mississippi Crime Stoppers for its use to procure information regarding crimes committed within the City of Gluckstadt, Mississippi to assist the appropriate authorities so that those who commit said crimes may be captured and convicted.

SECTION 3: This Ordinance shall be in full force and effect from and after thirty (30) days from date of publication as provided by law.

ORDINANCE NO. _____

**AN ORDINANCE OF THE CITY OF GLUCKSTADT, MISSISSIPPI, ESTABLISHING
THE PENALTIES AND FINES FOR THE UNLAWFUL DISCHARGE OF A FIREARM
WITHIN THE MUNICIPAL BOUNDARIES OF THE CITY OF GLUCKSTADT,
MISSISSIPPI**

Be it ordained by the governing authorities of the City of Gluckstadt, Mississippi as follows, to-wit:

Section 1. Discharge of firearms within city; duty report loss or theft of firearm; forfeiture of firearm.

(1) Any person who shall discharge any gun, pistol, or firearm of any description within the municipal boundaries of the City of Gluckstadt, Mississippi, shall be guilty of a misdemeanor. This section shall not apply to police officers in the performance of their duties nor to the discharge of firearms at locations and times approved in advance by the Chief of Police or other legal cause such as self-defense. Any person found guilty of discharging a firearm within the City of Gluckstadt shall be sentenced to a mandatory 90 days in jail with a \$1,000.00 fine.

(2) Any person residing in the City of Gluckstadt who owns or possesses a firearm shall report the theft or loss of the firearm to the Gluckstadt Police Department within 48 hours of the time the owner knew or reasonably should have known that the firearm had been lost or stolen. Failure to report this loss shall constitute a misdemeanor and upon conviction shall be punishable by a fine not exceeding \$1,000.00, or by imprisonment not exceeding 90 days, or both.

(3) Any weapon used in violation of this section shall be seized by the arresting officer, may be introduced in evidence, and in the event of a conviction, shall be ordered to be forfeited, and shall be disposed of as ordered by the court having jurisdiction of such offense. In the event of dismissal or acquittal of charges, such weapon shall be returned to the accused from whom it was seized pursuant to § 97-37-3 of the Mississippi Code Annotated (1972), as amended.

(a) If the weapon to be forfeited is merchantable, the court may order the weapon forfeited to the seizing law enforcement agency.

(b) A weapon so forfeited to a law enforcement agency may be sold at an auction as provided by state law to a federally licensed firearms dealer, with the proceeds from such sale at auction to be used to buy bulletproof vests for the seizing law enforcement agency.

Section 2. Carrying firearms in certain locations, prohibited.

(1) Unless otherwise provided by law, it shall be unlawful for any person to carry any gun, pistol or firearm of any description at a public meeting of a county, municipality or other governmental body; or official political meeting; or a nonfirearm-related school, college or professional athletic event.

(2) This section shall not apply to city police officers or other law enforcement officers in the performance of their duties.

Section 3. This Ordinance having been reduced to writing and no request for the same to be read by the Clerk having been made, the same was introduced by Alderman _____, seconded by Alderman _____ and was adopted by the following vote, to-wit:

	Aye	Nay
ALDERWOMAN BATES	_____	_____
ALDERMAN POWELL	_____	_____
ALDERMAN SLAY	_____	_____
ALDERMAN TAYLOR	_____	_____
ALDERWOMAN WILLIAMS	_____	_____

The Mayor thereby declared the motion carried and the Ordinance adopted and approved on this the _____ day of _____, 2022.

SO ORDAINED, THIS THE _____ DAY OF _____, 2022.

WALTER C. MORRISON, IV
MAYOR

Attest:

LINDSAY D. KELLUM
CITY CLERK

[SEAL]

ORDINANCE No. _____

AN ORDINANCE OF THE CITY OF GLUCKSTADT, MISSISSIPPI PROHIBITING THE USE, PURCHASE, POSSESSION, DISBRIBUTION, SALE OR OFFERING FOR SALE OF SYNTHETIC COCAINE, OTHER SYNTHETIC PRODUCTS, OR KRATOM

WHEREAS, the U.S. Food and Drug Administration (“FDA”) has issued several warnings (<https://www.fda.gov/news-events/public-health-focus/fda-and-kratom>) addressing illegal marketing of the drug’s unproven ability to treat opioid withdrawal, heavy metals found in kratom products, and a recall on kratom products due to a risk of salmonella; and

WHEREAS, there are no FDA approved uses for the drug. The FDA is concerned that kratom, which affects the same opioid brain receptors as morphine, appears to have properties that expose users to the risks of addiction, abuse, and dependence; and

WHEREAS, in November 2017, the FDA issued a public safety advisory warning for consumers not to use kratom because “it appears to have properties that expose users to the risks of addiction, abuse, and dependence;” and

WHEREAS, kratom is not controlled under the Controlled Substances Act, and there are no state regulations or prohibitions against the possession and use of kratom. The FDA has not approved kratom for any medical use. In addition, U.S. Drug Enforcement Administration has listed kratom as a Drug and Chemical of Concern; and

WHEREAS, according to the Mayo Clinic (<https://www.mayoclinic.org/healthy-lifestyle/consumer-health/in-depth/kratom/art-20402171>), (1) studies on the effects of kratom have identified many safety concerns and no clear benefits, (2) kratom has been reported to cause abnormal brain function when taken with prescription medicines, causing severe headache, the inability communicate or confusion; (3) in a study testing kratom as a treatment for symptoms of opioid withdrawal, people who took kratom for more than six months reported withdrawal symptoms similar to those that occur after opioid use. Too, people who use kratom may begin craving it and require treatments given for opioid addiction, such as naloxone (Narcan) and buprenorphine (Buprenex); (4) Kratom adversely affects infant development. When kratom is used during pregnancy, the baby may be born with symptoms of withdrawal that require treatment; and (5) as of April 2018, more than 130 people in 38 states became ill with Salmonella after taking kratom. Salmonella poisoning may be fatal, and as of then, the FDA had linked more than 35 deaths to Salmonella-tainted kratom. Salmonella contamination has no obvious signs, so the best way to avoid becoming ill is to avoid products that may contain it; and now therefore, in order to preserve the health, safety, and welfare of the citizenry,

BE IT ORDAINED that the City of Gluckstadt, Mississippi hereby adopts the following ordinance which prohibits the use, purchase, possession, distribution, sale or offering for sale of synthetic cocaine, other synthetic products, or kratom, as set forth herein below, to-wit:

Section 1. Use, purchase, possession, distribution, sale or offering for sale of synthetic cocaine, other synthetic products, or kratom; prohibited.

(a) No person shall use, possess, purchase, distribute, manufacture, sell or attempt to use, possess, purchase, distribute or sale or publicly display for sale any one or more of the following within the city:

(1) Products sold as “bath salts” under the trade names: Ivory wave, bliss, white lightning, hurricane Charlie, super code, cloud 9, peeve, ocean magic, white dove, and other trade names, and/or containing one or more of the following compounds or chemicals:

- a. u3,4-Mehtylene-dioxymethcathinone (Methylone);
- b. u3,4-Methyenedioxy-pyrovalerone (MDPV);
- c. u4-Methylmeth-cathinone (Mephedrone);
- d. u4-Methoxymeth-cathinone;
- e. u4-Fluorometh-cathinone.

(2) Products sold as “kratom,” or any part of the plant *Mitragyna Speciosa*, *Mitragyna Speciosa* Korth, *Mitragyna speciosa* leaf extract, *Mitragyna speciosa* extract, whether growing or not, and any compound, manufacture, salt, derivative, capsule, tablet, caplet, gelcap, pill, powder, liquid, vegetative material, mixture, or preparation of the plant, including but not limited to any product containing mitragynine, or 7-hydroxymitragynine.

(3) This includes any *Mitragyna speciose* specific alkaloids, isomers, esters, ethers, salts, and salts of isomers, and ethers, including but not limited to synthetics or natural products which include the active ingredients in kratom, such as:

- a. Ajmalicine (raubasine);
- b. Mitraphylline;
- c. Rhynchophylline;
- d. Mitragynine pseudoindoxyl;

Section 2. Said Ordinance having been previously reduced to writing, a motion was made by Alderman _____ and seconded by Alderman _____ to adopt the Ordinance and no request having been made by the Mayor or any member of the Board of Aldermen that said Ordinance be read by the City Clerk before a vote was taken, and reading of such having been waived, said Ordinance was adopted by the vote of the Board of Aldermen, the results being as follows:

	Aye	Nay
ALDERWOMAN BATES	_____	_____
ALDERMAN POWELL	_____	_____
ALDERMAN SLAY	_____	_____
ALDERMAN TAYLOR	_____	_____
ALDERWOMAN WILLIAMS	_____	_____

The Mayor thereby declared the motion carried and the Ordinance adopted and approved on this the _____ day of _____, 2022.

Section 3. Effective Date. This Ordinance shall be effective one (1) month from and after the date of its adoption and following newspaper publication as provided by Miss. Code Ann. § 21-13-11 (Rev. 2015).

SO ORDAINED, THIS THE _____ DAY OF _____, 2022.

WALTER C. MORRISON, IV
MAYOR

Attest:

LINDSAY D. KELLUM
CITY CLERK

[SEAL]

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF GLUCKSTADT MISSISSIPPI, PROHIBITING OPEN CONTAINERS OF ALCHOLIC BEVERAGES IN VEHICLES AND MUNICIPAL OWNED PROPERTY; PROHIBITING SALE OF ALCHOLIC BEVERAGES TO MINORS

Be it ordained by the governing authorities of the City of Gluckstadt, Mississippi.as follows, to-wit:

Section 1. Open containers. It shall be unlawful for the driver and/or passenger of a motor vehicle, or any person located on property which is municipally owned, to have on his person or in his possession, beer, light wine, or an alcoholic beverage in an open container. Within the city limits, this shall pertain to any beer or light wine container which has been opened, any bottle of alcoholic beverage on which the seal has been broken and any container, such as a glass or cup, from which beer, light wine or an alcoholic beverage is being drunk.

Section 2. Sale to minors forbidden; penalties. Any permittee or other person who shall sell, furnish, dispose of, give or cause to be sold, furnished, disposed of or given, any alcoholic beverage to a person under the age of 21 years shall be guilty of a misdemeanor, and shall be punished by a fine of not less than \$500.00, nor more than \$1,000.00 for a first offense. For a second or subsequent offense, such permittee or other person shall be punished by a fine of \$1,000.00 or by imprisonment for not more than 90 days, or by both such fine and imprisonment, in the discretion of the court. Upon conviction of a second offense under the provisions of this section, the permit of the permittee so convicted shall be automatically and permanently revoked.

Section 3. This Ordinance having been reduced to writing and no request for the same to be read by the Clerk having been made, the same was introduced by Alderman _____, seconded by Alderman _____ and was adopted by the following vote, to-wit:

	Aye	Nay
ALDERWOMAN BATES	_____	_____
ALDERMAN POWELL	_____	_____
ALDERMAN SLAY	_____	_____
ALDERMAN TAYLOR	_____	_____

ALDERWOMAN WILLIAMS _____

The Mayor thereby declared the motion carried and the Ordinance adopted and approved
on this the _____ day of _____, 2022.

SO ORDAINED, THIS THE _____ DAY OF _____, 2022.

WALTER C. MORRISON, IV
MAYOR

Attest:

LINDSAY D. KELLUM
CITY CLERK

[SEAL]

ORDINANCE No. _____

**AN ORDINANCE OF THE CITY OF GLUCKSTADT, MISSISSIPPI PROHIBITING
THE POSSESSION AND CONSUMPTION OF ALTERNATIVE NICOTINE
PRODUCTS AND ELECTRONIC CIGARETTES BY MINORS**

Be it ordained by the governing authorities of the City of Gluckstadt, Mississippi that the possession and consumption of alternative nicotine products and electronic cigarettes by minors is prohibited, as follows, to-wit:

Section 1. Possession and/or use of alternative nicotine products by minor prohibited; definitions, penalties.

(1) For the purposes of this section:

(a) (i) “Alternative nicotine product” means:

1. An electronic cigarette, or
2. Any other product that consists of or contains nicotine that can be ingested into the body by chewing, smoking, absorbing, dissolving, inhaling or by any other means.

(ii) Alternative nicotine product does not include:

1. A cigarette or other tobacco product as defined in Section 97-32-3;
2. A product that is a drug under 21 USCS 321(g)(1);
3. A product that is a device under 21 USCS 321(h); or
4. A combination product described in 21 USCS 353(g).

(b) (i) “Electronic cigarette” means an electronic product or device that produces a vapor that delivers nicotine or other substances to the person inhaling from the device to simulate smoking, and is likely to be offered to, or purchased by, consumers as an electronic cigarette, electronic cigar, electronic cigarillo, electronic pipe, vape or vaping device.

(ii) Electronic cigarette does not include:

1. A cigarette or other tobacco products as defined in Section 97-32-3;
2. A product that is a drug under 21 USCS 321(g)(1);
3. A product that is a device under 21 USCS 321(h); or

4. A combination product described in 21 USCS 353(g).
- (2) No person under twenty-one (21) years of age shall possess or use any alternate nicotine product and/or electronic cigarette within the corporate limits of the city.
 - (3) No person under twenty-one (21) years of age shall possess or use an alternate nicotine product and/or electronic cigarette on school property. School property means and includes a public or private school building or bus, public or private school campus, grounds, recreational area, athletic field or other property owned, used or operated any local school board, school, board of trustees or for directors for the administration of any public or private education institution, but does not include property of any school where a majority of those regularly enrolled in the school do not constitute “compulsory school age children” as that term is defined in MCA Section 37-13-91 (1972 as amended), or private home, home school or ecclesiastical school.
 - (4) A violation of this subsection is punishable as follows:
 - (a) For a first offense, by a fine of Fifty Dollars (\$50.00), up to 30 hours of community service, and successful completion of a class aimed at educating and deterring the use of tobacco, alternative nicotine products and electronic cigarettes, or such combination of the penalties provided herein as the court determines in its discretion;
 - (b) For a second or subsequent offense by a fine of up to Two Hundred Fifty Dollars (\$250.00) up to 60 hours of community service, and successful completion of a class aimed at educating and deterring the use of tobacco, alternative nicotine products and electronic cigarettes, or such combination of the penalties provided herein as the court determines in its discretion. For any second or subsequent offense, the court may require as a condition of completion that a parent or legal guardian of the minor defendant to attend and complete the class referenced herein with the violator;
 - (c) At any hearing or trial of any charge brought under this section, a parent or legal guardian of the minor defendant shall be present at court with the minor defendant unless otherwise excused by the court.
 - (d) The court shall have the full discretion to reduce, suspend, and/or non-adjudicate any to expunge, the charge, fines, penalties and/or other requirements under this section.
 - (5) Preemption by State Law:
In the event a specific state statute preempts the provisions of this Section, state law shall control; however, when within the authorized discretion of the municipal court judge, the municipal court judge shall be permitted to impose sentence for any such violation of this

Section as provided herein or as specifically preempted by state law, in accordance with paragraph (4)(a)-(d) hereinabove.

Section 2. In order to preserve the health, safety and welfare of the community, upon unanimous vote, this Ordinance shall go into effect immediately upon adoption. In the event the vote to adopt this Ordinance is less than unanimous, this Ordinance shall go into effect thirty (30) days after the adoption hereof.

Section 3. This Ordinance having been reduced to writing and no request for the same to be read by the Clerk having been made, the same was introduced by Alderman _____, seconded by Alderman _____ and was adopted by the following vote, to-wit:

	Aye	Nay
ALDERWOMAN BATES	_____	_____
ALDERMAN POWELL	_____	_____
ALDERMAN SLAY	_____	_____
ALDERMAN TAYLOR	_____	_____
ALDERWOMAN WILLIAMS	_____	_____

The Mayor thereby declared the motion carried and the Ordinance adopted and approved on this the _____ day of _____, 2022.

SO ORDAINED, THIS THE _____ DAY OF _____, 2022.

WALTER C. MORRISON, IV
MAYOR

Attest:

LINDSAY D. KELLUM
CITY CLERK

[SEAL]



CITY OF GLUCKSTADT

MISSISSIPPI
OFFICE OF THE CITY CLERK

MEMORANDUM

TO: Mayor & Board of Aldermen

FROM: Lindsay Kellum, City Clerk

DATE: 12/13/2022

SUBJECT: General Update, City Clerk

Since the last meeting date of 11/08/2022, the City Clerk's Office has accomplished the following tasks:

City Hall:

- Website: Sent Municode, Inc. – Continual Updates & Maintenance.
- Server Conversion & Organization.
- Municipal Court Software Implementation - Completed Go Live.
- Gluckstadt on the Go App - Continual Updates & Maintenance.
- Conversion of Fixed Assets into Tyler Software System; continual project.
- Received Inventory Control Stickers; Began Placement (Janet Brooks).
- Filing Room and Supply Room Project (Janet Brooks).
- Secured Emails & Other Supplies - New Hires.
- Secured Shredding Service & Bins.
- RJ Young AV Implementation, Board Room; pending completion on audio/cameras.
- Completed Go Live and Training, Agenda & Meeting Minutes Software; Completed Training with Department Heads on Software & Agenda Deadlines
- Accounts Receivable and Permitting and Licensing Module Implementation; begin training next week with Tyler (P&Z, Building, City Clerks Office).
- Completed Requisition and Cashiering Training with Departments by City Clerk's Office; Budgeting with Department Heads (Tyler Accounts Payable, Purchasing, Cashiering, Budgeting Modules)
- Pending, Website Training for Departments by City Clerk's Office
- Continued Work on W9/1099 Project for End of Calendar Year (City Vendors).
- Secured Credit Card / Online Payment Implementation - Completed Go Live.
- Continued Budget Training in Tyler; Position Budgeting

Human Resources:

Section 8, Item A)

- Completed In-House Payroll, HR & Timekeeping for pay periods; stand alone payroll reporting now.
- Added Supplemental Benefits Deduction Codes & Rates in Payroll System; Tested System for Adjustments.
- Employment Docs for BOA and Voided Checks for P&Z, Court Appointees; Completed Setup in Payroll /Accounts Payable System.
- Continued Training with Janet Brooks with regard to Duties of Executive Assistant (filing, data entry, records, calendaring).
- Conducted Necessary Background Checks & Drug Screening, Candidates for City Staff Positions / New Hires
- Set-up of New Staff in Payroll, MDOR & IRS
- Set Up Health Insurance Benefits, New Staff (BCBS)
- Filed HR / Payroll Report with PERS for November.
- Renewal of Health Insurance (BCBS)
- Enrollment for Group Rates for Life, Dental, Vision and Cafeteria Plan (Supplemental Packages)
- Monthly Payroll Withholding Taxes Paid (MDOR & IRS)
- Continued Distribution of City Employee Handbook to Staff for Signature and Return for Personnel Files
- Reviewed Timesheets / Payroll / Mileage, William Hall & Mike McCollum; Off Duty Firemen
- Distribution and Collection of Signed Electronic & Wireless Communication Policies
- Continued Work on Internal Audit of Personnel Files and Re-Organization; Data Entry into Employee Mgmt. System; Import of Records and Re-Organization of Server.

Financial:

- Continued Notice & Communication with Gluckstadt Businesses re: Privilege License Renewals (Scott Maugh and Janet Brooks); Reviewed Legal Advice, Fee Schedule and Refunds Owed to Ensure Compliance / Accuracy.
- Continuing to Issue Business/Privilege Licenses, Tracking & Payments
- December Claim Docket & Invoices; Paying Bills; Accounts Payable (Scott Maugh)
- Requisitions, Quotes & Issuance of Purchase Orders; Comparison of Quotes to Invoices; Accounts Payable
- Continuing Adjustments to FY23 Budget into Tyler System & Cleaning System GL Lines Up
- Municipal Compliance Audit (FY21), Completed (Approved and Spread on Minutes 11/8); will send to OSA / Auditor Next Week.
- Finalized Fixed Asset Log with Scott Maugh & Janet Brooks & Secured Property Stickers and Specialized Fixed Asset Labels (Custom-Printed)
- Collected W9s for Vendor Files (Janet Brooks) & Working on 1099 Prep for End of Calendar Year
- October and November Bank Reconciliation Processes in Tyler
- Payroll Adjustments, FY23 & New Hires
- Pending, Supplemental Benefits Code Additions in Payroll System (Nov. 8 Deadline)

Education & Professional Development:

- Upcoming MML Winter Education Conference

Planning & Zoning:

- Routine Updating of GOTG, P&Z Section; Forwarding Reports
- Assisted New Building Official & Bridgette with Permitting & Payment Deposits
- Continued work with MDOR on Local Business Sales Tax, Updates to System
- Organized P&Z Agenda for 12/13 Board of Aldermen Meeting with Mike
- Continued Working with Mike and Bridgette; Public Works Duties, Equipment Purchases, Securing of Quotes, Priorities for Off-Duty Firemen;
- Issuance of Purchase Orders, Accounts Payable for Public Works Related Items
- Assisted (Limited Role) with Alderwoman William's P&Z Items for 12/13 Agenda

Public Meetings & Citizen Engagement:

- Compilation of November 15, December 13 Meeting Agenda & Notices
- Updating of Social Media Platforms, Notice of Meetings, Weather Alerts, Community Events, etc.
- Sent Notice to BOA on Upcoming Event Invitations, Business Ribbon Cuttings
- Attended Various Ribbon Cuttings in Community
- Updates / Responses to Gluckstadt on the Go
- Delegated Project to Janet Brooks (Mayor's Youth Council, Christmas Parade Planning, Staff Holiday Luncheons)
- Pending, Janet Working on Scheduling "Ask the Clerk / Ask the Mayor" at Area HOA Meetings
- Continued Maintenance of City's Official FB Account
- Delegated Continued City Website Content Additions / Uploading of Files, Organization to Scott Maugh, for final review by City Clerk.
- Public Record Requests, Processing
- First Meeting of Members of Mayor's Youth Council 22-23, Discussed Promotion, Projects
- CHRISTMAS PARADE PLANNING - Planning Meetings, Logistics, Organization, Execution, Public Works, Police Department

CITY OF GLUCKSTADT

MISSISSIPPI
OFFICE OF THE CITY CLERK

MEMORANDUM

TO: Mayor & Board of Aldermen

FROM: Lindsay Kellum, City Clerk

DATE: 12/13/2022

SUBJECT: Privilege & Transient Vendor License Report (Monthly Update)

From November 1, 2022 to December 8, 2022, the City of Gluckstadt processed fourteen (14) Regular Privilege Licenses and one (1) Transient Privilege License.

The amount of fees collected to date is as follows:

Privilege: \$26,628.00

Transient: \$1,275.00

2022 Privilege License Log (Working Doc. - Updated Weekly)											
Permit No.	Applied For:	Date:	Rec'd Date	Approved (Initials, Date):	Check given to Clerk	Company Name:	Owner, Point of Contact:	Company Telephone:	Company Address:	P&Z Notified:	Fee Paid
000124	Privilege License	6/14/2022	10/30/2022	SM, 11/1/22	11/1/2022	Earthscape Supply, LLC	Drew St. John	601-500-5513	141 W. Sowell Road, Madison, MS 39110		\$560.00
000125	Privilege License	10/19/2022	11/4/2022	SM, 11/4/22	11/4/2022	M&R Communications	Connell Rader	601-941-3820	104 First Choice Drive, Ste. A., Madison, MS 39110		\$36.00
000126	Privilege License	10/24/2022	10/30/2022	SM, 11/4/22	11/4/2022	Moore's Carpet Care Inc.	Rodney Moore	601-856-4147	336A Distribution Dr., Madison, MS 39110		\$30.00
000127	Privilege License	11/2/2022	11/2/2022	SM, 11/4/22	11/4/2022	River Oaks Roofing	Patrick/April Wallace	601-941-9572	105 Lexington Dr., Ste. J., Madison, MS 39110		\$30.00
000128	Privilege License	10/19/2022	11/2/2022	SM, 11/4/22	11/4/2022	Bamboo Express LLC	Qimei Wong	601-790-7508	137 Yandell Road, Ste. B., Canton, MS 39046		\$20.00
000129	Privilege License	11/3/2022	11/3/2022	SM, 11/4/22	11/4/2022	Quality Healthcare & Hospice	Jetuan Brown	601-278-6710	112 Westfalen Drive, Canton, MS 39046		\$45.00
000130	Privilege License	10/11/2022	11/4/2022	SM, 11/8/22	11/8/2022	Madison Motor Works, LLC	Stephen Magown	601-853-2277	176 American Way, Madison, MS 39110		\$30.00
000131	Privilege License	10/13/2022	11/7/2022	SM, 11/8/22	11/8/2022	Reflections Vision Center	Marjorie Lenoir	601-605-4423	101 Lexington Dr., Ste. C., Madison, MS 39110		\$75.00
000132	Privilege License	10/27/2022	11/9/2022	SM, 11/9/22	11/9/2022	Cardinal Health	Cardinal Health	614-362-2730	1240 Gluckstadt Road, Madison MS 39110		\$1,840.00
000133	Privilege License	11/14/2022	11/15/2022	SM, 11/16/22	11/17/2022	Davis Detail Shop		601-201-2835	1210 Gluckstadt Rd., Madison, MS 39110		\$20.00
000134	Privilege License	11/14/2022	11/16/2022	SM, 11/16/22	11/17/2022	Gluckstadt Fitness	Parker Sullivan	601-401-0665	109 Dees Dr., Madison, MS 39110		\$20.00
000135	Privilege License	11/15/2022	11/21/2022	SM, 11/22/22	11/22/2022	Titan Engineering and Construction, LLC	Jeremy & Gary Blakeney	601-898-2525	1964 Hwy 51, Madison, MS 39110		\$90.00
000136	Privilege License	9/23/2022	10/25/2022	SM, 11/29/22	11/29/2022	ADS Security	Vector Security	615-695-6508	338 Distribution Dr., Madison, MS 39110		\$36.00
000137	Privilege License	12/2/2022	12/2/2022	SM, 12/5/22	12/5/2022	Hazel D. Whiting LLC	Hazel Whiting	601-832-9515	182 Catlett Rd., Madison, MS 39110		\$20.00

\$2,852.00

City of Gluckstadt: City Clerk Administration										
2022 Transient Vendor License Log (Working Doc. - Updated Weekly)										
Permit No.	Applied For:	Date:	Approved (Initials, Date):	Company Name:	Owner, Point of Contact:	Company Telephone:	Company Address:	Jeff Williamson/ P&Z Notified:	Fee Paid	City Clerk Administration Notes:
000006	Transient Vendor License	11/23/2022	SM, 11/23/22	All Events Inc.	Robert Covington	601-668-3685	1704Z Hwy 51, Madison, MS 39110		\$250.00	

CITY OF GLUCKSTADT

MISSISSIPPI
OFFICE OF THE CITY CLERK

MEMORANDUM

TO: Mayor & Board of Aldermen

FROM: Lindsay Kellum, City Clerk

DATE: 12/13/2022

SUBJECT: Request for Discussion and Approval to Research and Secure Procurement and Travel Credit Cards

I am requesting the Mayor and Board of Alderman discuss and authorize the City Clerk's Office to begin researching options for both a Procurement Card and a Travel Card.

A Procurement card will help facilitate faster purchasing for select items without the need to issue a purchase order. The Travel Card will allow the city to book and pay for hotel rooms, among other travel related expenses, eliminating the need for employees to front the expenses and being reimbursed later.

I am requesting board guidance on monetary limits and other restrictions they would like to implement should they choose to approve the city getting one or both cards.

OATH OF OFFICE

"I, William Hall, do solemnly swear that I will faithfully support the Constitution of the United States and the Constitution of the State of Mississippi, and obey the laws thereof; that I am not disqualified from holding the office of Building Official of the City of Gluckstadt, Mississippi; that I will faithfully discharge the duties of the office upon which I am about to enter. So help me God."

William Hall
Building Official, City of Gluckstadt

Oath administered by:

Hon. Walter C. Morrison, IV
Mayor, City of Gluckstadt

MAYOR

Walter C. Morrison, IV

CITY CLERK

Lindsay D. Kellum

POLICE CHIEF

Wendell Watts

CITY OF GLUCKSTADT

MISSISSIPPI



ALDER

Section 9, Item B)

Miya Bates

Jayne Powell

Wesley Slay

John Taylor

Lisa Williams

PLANNING AND ZONING ADMINISTRATOR

343 DISTRIBUTION DRIVE

GLUCKSTADT, MS 39110

Memorandum

December 13, 2022

To: The Mayor and Board of Alderman

From: Mike McCollum, Planning and Zoning Administrator

RE: Recommendations of the Planning and Zoning Board

The Planning and Zoning Board met on November 22nd, 2022, and recommended the following actions by the Mayor and Board of Alderman:

Site Plans

1. Amended Site Plan for Tate Office Building at 124 Kimball Drive- The owner of Tate office building is requesting a change to the parking lot to include removal of the concrete island and replace with painted parking. This reduced the total parking spaces from 60 to 53. There are only 32 spaces required. The Planning and Zoning Board voted 6/0 to approve the amended site plan.

Old Business

Architectural Review Ordinance- There was some discussion regarding the formation of a separate Architectural Review Board, and most were in favor of the establishment of that body. The Planning and Zoning Board wanted this to communicate to the Mayor and Board for consideration.

Thank you for your consideration in this matter. I have included a copy of the draft meeting minutes of the Planning and Zoning Board November 22, 2022, meeting minutes for your information. Please contact me if you have any questions.

City of Gluckstadt: Building Official / Planning & Zoning Department

2022 Permitting Log (Working Doc. - Updated Weekly)

Permit No.	Applied For:	Date:	Approved (Initials, Date):	Contractor Name:	Contractor, Point of Contact:	Contractor Telephone:	Contractor Address:	On Behalf of (Company):	Owner, Point of Contact:	Company Telephone:	Company Address:	Required to Go Before P&Z Committee:	Fee Paid
0001	Demo Permit	2/11/2022	JW, 2/11/22	Codaray Construction, LLC	Philip Davis	601-909-9260	P.O. Box 16628, Hattiesburg, MS 39404	Bragg Canna of MS	N/A	256-472-2662	1220 Grimwood Drive, Toney, AL 35773	No	\$140.00
0002	Alteration Permit	2/15/2022	JW, 2/15/22	N/A	N/A	N/A	N/A	Seasons	John Wood	601-259-0837	238 Weisenberger Road, Gluckstadt, MS 39110	No	\$90.00
0003	Alteration Permit	2/28/2022	JW, 2/28/22	Matthew Walters Construction	Matthew Walters	601-940-8737	116 Sandstone Drive, Brandon, MS 39042	Dr. Latasha Arrington	Dr. Latasha Arrington	601-720-2507	272 Calhoun Station Parkway, Ste. B	No	\$1,182.00
0004	Hood / Vent Permit	3/17/2022	JW, 3/17/22	Martin Blough Company	Martin Blough	601-854-8128	P.O. Box 77, Brandon, MS 39043	Miss Lou's Cajun Kitchen			102 Dees Drive, Bldg. 100, Ste. C	No	\$210.00
0005	Alteration Permit	3/8/2022	JW, 3/8/22	Codaray Construction, LLC	Philip Davis	601-909-9260	P.O. Box 16628, Hattiesburg, MS 39404	Bragg Canna of MS	N/A	256-472-2662	1220 Grimwood Drive, Toney, AL 35773	No	\$3,860.00
0006	Sign Permit	3/10/2022	JW, 3/10/22	Budget Signs, Inc.		601-354-4977	2358 Hwy 80 West, Jackson, MS 39204	The Mailroom	Eliot Deters	618-971-6424	272 Calhoun Station Parkway, Ste. C	No	\$35.00
0007	Construction Permit	3/10/2022	JW, 3/10/22	Venture South Construction		601-720-2210	3670 Lakeland Lane, Jackson, MS 39216	Twisted Turnip	Jim Bowman	601-405-1048	166 Calhoun Station Parkway		\$5,850.00
0008	Pool Permit	3/29/2022	JW, 3/29/22	Pools by Design			P.O. Box 841, Carthage, MS 39051		Lacey Pence	601-951-5550	100 Greer Court, Canton, MS 39046	No	\$320.00
0009	Hood / Vent Permit	3/31/2022	JW, 3/31/22	Martin Blough Company	Martin Blough	601-316-2540	P.O. Box 77, Brandon, MS 39043	Taco Loco			311 Calhoun Crossing, Gluckstadt, MS 39110	No	\$195.00
0010	Sign Permit	3/23/2022	JW, 3/28/22	Gator Sign Company	Taylor Gordon	601-684-8686	1027 Karey Andrews, McComb, MS 39648	CenterWell Home Health				No	\$25.00
0011	Sign Permit	3/10/2022	JW, 3/10/22	Budget Signs, Inc.		601-354-4977	2358 Hwy 80 West, Jackson, MS 39204	Parkway Perk	Sarah Cok	601-212-7980	272 Calhoun Station Pkwy, Ste. G, Gluckstadt, MS 39110	No	\$35.00
0012	Sign Permit	3/18/2022	JW, 3/29/22	Budget Signs, Inc.		601-354-4977	2358 Hwy 80 West, Jackson, MS 39204	MaxFit	Brett Jones	601-529-7041	272 Calhoun Station Pkwy, Ste. B, Gluckstadt, MS 39110	No	\$30.00
0013	Sign Permit	3/20/2022	JW, 3/31/22	Budget Signs, Inc.		601-354-4977	2358 Hwy 80 West, Jackson, MS 39204	MAD Esthetics Med	Rachael Hellshorn	937-209-8256	272 Calhoun Station Pkwy, Ste. E, Gluckstadt, MS 39110	No	\$40.00
0014	Construction Permit	4/1/2022	JW, 4/1/2022	JLS Construction	Lee Sahler	601-503-6860		M Theory Yoga	Alexa Morrison	253-905-0676	102 Dees Drive, Bldg. 2, Ste. A, Gluckstadt, MS 39110	No	\$190.00
0015	Demo Permit	4/7/2022	JW, 4/7/22	Bruce Massey Const.	Bruce Massey	662-832-0407	PO Box 1293 Oxford, MS 39655	Alin Garcia		601-951-7523	128 Weissenberger Rd, Gluckstadt, MS 39110	NO	\$100.00
0016	Sign Permit	4/12/2022	JW, 4/12/22	Budget Signs, Inc.	Reggie Sayles	601-354-4977	2358 Highway 80 West, Jackson, MS 39204	Rice Café	Jack Zhou		102 Dees Dr. Gluckstadt, MS 39110	NO	\$30.00
0017	Construction Permit	4/12/2022	JW, 4/12/22	BOA Properties	Marvin Wright	601-896-5072		Rice Café	Connie Zhou		102 Dees Dr. Gluckstadt, MS 39110	NO	\$620.00
0018	Construction Permit	4/12/2022	JW, 4/12/22	Outdoor Solutions		601-906-7600	PO Box 818, Brandon, MS 39043	David Ewing		601-214-8505	108 Germantown Dr. Gluckstadt, MS 39110	NO	\$350.00
0019	Construction Permit	4/12/2022	JW, 4/12/22	Paramount Const.		601-425-5454	230 Highpointe Dr. Ridgeland, MS 39157	Jsquared Holdings			112 Lexington Dr. Gluckstadt, MS 39110	NO	\$860.00
0020	Electrical Permit	4/22/2022	JW, 4/22/22	Kerry Minnenger							1638 Minninger Blvd. Gluckstadt, MS 39110	NO	\$30.00
0021	Sign Permit	4/22/2022	JW, 4/22/22	Southeastern Sign Co		601-391-0023	120 Lone Wolf Dr. Madison, MS 39110	Precision Martial Art	Paula Nutt	601-391-0023	111 Dees Dr Suite A, Gluckstadt, MS 39110	NO	\$30.00
0022	Sign Permit	4/22/2022	JW, 4/26/22	Budget Signs, Inc.	Reggie Sayles	601-354-4977	2358 Highway 80 West, Jackson, MS 39204	Johnny's Pizza House	Tyler Harrison	601-503-4110	272 Calhoun Station Pkwy, Ste A	NO	\$35.00
0023	Sign Permit	4/22/2022	JW, 4/26/22	Budget Signs, Inc.	Reggie Sayles	601-354-4977	2356 Highway 80 West, Jackson, MS 39204	Bodt & Soul	Sherry Williams	601-624-8730	108 Dees Dr, Gluckstadt, MS 39110	NO	\$30.00
0024	Sign Permit	5/3/2022	JW, 4/21/22	Budget Signs, Inc.	Reggie Sayles	601-354-4977	2358 Highway 80 West, Jackson, MS 39204	Laginiappe Gifts	Jeanie Robinson	601-668-1166	102 Dees Dr, Suite 200. Gluckstadt, MS 39110	NO	\$35.00
0025	Sign Permit	5/3/2022	JW, 4/21/22	Budget Signs, Inc.	Reggie Sayles	601-354-4977	2358 Highway 80 West, Jackson, MS 39204	M Theory Yoga			102 Dees Dr, Gluckstadt, MS 39110	NO	\$30.00
0026	Gas Permit	5/3/2022	JW, 5/3/22	Enviornment Masters		601-895-2725	168 E. Porter St. Jackson, MS 39201	Gerald Perez		601-968-7766	104 Germantown Rd. Gluckstadt, MS 39110	NO	\$85.00
0027	Construction Permit	5/12/2022	JW, 5/12/22	JLS Construction	Lee Sahler	601-503-6860		Canvas Salon			102 Dees Dr, suite J, Gluckstadt, MS 39110	NO	\$400.00
0028	Construction Permit	5/12/2022	JW, 5/17/22	JLS Construction	Lee Sahler	601-503-6860		Laginiappe Gifts			102 Dees Dr Bldg 2, Ste K	NO	\$265.00
0029	Sign Permit	5/22/2022	JW, 5/23/22	Budget Signs, Inc.	Reggie Sayles	601-354-4977	2358 Highway 80 West, Jackson, MS 39204	El Sombrero	Louis	601-415-9675	102 Dees Drive, Suite G, Gluckstadt, MS 39110	NO	\$70.00
0030	Gas Permit	5/24/2022	JW, 5/24/22	Buford Plumbing	Anthony Berry	601-372-7676		Henry Rings		601-540-0802	343 Distribution Dr. Gluckstadt, MS 39110	NO	\$85.00
0031	Sign Permit	5/27/2022	JW, 5/27/22	Budget Signs, Inc.	Reggie Sayles	601-354-4977	2358 Highway 80 West, Jackson, MS 39204	Kincaid Dental	Latasha Arrington	601-720-2507	272 Calhoun Station Parkway, Gluckstadt, MS 39110	NO	\$30.00
0032	Construction Permit	5/31/2022	JW, 5/31/22	Bayou Boys Construction	Allen Hudson	601-941-4180	109 Greenbriar Dr. Madison, MS 39110	Tyler Bannin		601-672-2809		NO	\$480.00
0033	Sign Permit	6/1/2022	JW, 6/1/2022	A Plus Signs	Madeline Wagner	601-383-4198	5830 N. State St. Jackson, MS 39206	Canvas Salon	Jessie Campbell	601-527-1203	102 Dees Dr, Suite J, Gluckstadt, MS 39110	NO	\$35.00
0034	Construction Permit	6/23/2022	JW, 6/23/2022	Venture South Construction	Charles Hutson	601-720-2210	3670 Lakeland Lane, Jackson, MS 39216	Green Steel Coatings	Paul Harmon	225-324-0809	130 American Way	NO	\$3,860.00
0035	Sign Permit	6/23/2022	JW, 6/23/2022	Budget Signs, Inc.	Reggie Sayles	601-354-4977	2358 Highway 80 West, Jackson, MS 39204	JD Johnson	JD Johnson	601-624-7288	1021 Gluckstadt Road	NO	\$65.00
0036	Sign Permit	6/28/2022	JW, 6/23/2022	Mitchell Signs	Stephanie Nowell	601-482-7471	3200 Highway 45 N, Meridian, MS 39301	Crown Enterprises		586-467-1711	232 Old Jackson Road	NO	\$45.00
0037	Construction Permit	7/5/2022	JW, 7/5/2022	Beyond Construction Group	Greg Moore	601-278-7782	122 East Business Park Brandon, MS 39046	Children's Academy			324 Distribution Dr. Madison, MS 39110	NO	\$710.00
0038	Electrical Permit	7/12/2022	MM, 7/12/22	Mike Howard		601-209-8042	147 Kehle Road, Gluckstadt, MS 39110				147 Kehle Road, Gluckstadt, MS 39110	NO	\$85.00
0039	Electrical Permit	7/13/2022	MM, 7/13/22	Edward Bowdin		601-941-8495	142 Old Jackson Road, Gluckstadt, MS 39110				142 Old Jackson Rd. Gluckstadt, MS 39110	NO	\$85.00
0040	Construction Permit	7/15/2022	JW, 7/15/2022	Matthew Walters Construction, LLC		601-940-8737	116 Sandstone Drive, Brandon, MS 39042	Dr. Trisha Patel			113 Dees Dr. ste E, Gluckstadt, MS 39110	NO	\$1,185.00
0041	Electrical Permit	7/26/2022	JW, 7/26/22	M & M Electric Company	David Marshall	601-613-1672	820 Charlie Dixon Rd, Braxton, MS 39044	Cornerstone Property		662-769-7390	141 Enterprise Dr. Ste A. Gluckstadt, MS 39110	NO	\$85.00
0042	Construction Permit	7/27/2022	JW, 7/12/22	McIntosh Construction	Matthew McIntosh	601-850-1415	104 Colony Way. Brandon, MS 39047	M & M Investments		601-906-1196	138 Sowell Road, Gluckstadt, MS 39110	NO	\$3,060.00
0043	Site (Demo Permit)	8/16/2022	MM 8/16/2022	Peoples Construction	Jeff Peoples	601-932-1111	3913 Underwood Dr, Flowood MS 39232	Priority One Bank	Thomas Veeder		104 Church Road, Gluckstadt, MS 39110	NO	\$910.00
0044	Construction Permit	8/3/2022	JW 08/19/2022	Willoughby Painting LLC	Mike Willoughby	601-668-3131	317 Trace Harbor Rd, Madison MS 39110	Cornerstone Property			141 Enterprise Dr, Gluckstadt MS 39110	NO	\$105.00
0045	Canton Mun. Utilities	8/19/2022	JW 08/19/2022	Canton Municipal Utilities	Canton Mun Util.	601-855-5469	225 N Hargon St, Canton MS 39046	Canton Mun Util	Canton Mun Util	601-855-5469	225 N Hargon St, Canton MS 39046		\$85.00
0046	Canton Mun. Utilities	08/19/2025	JW 08/19/2022	Canton Municipal Utilities	Canton Mun Util.	601-855-5469	225 N Hargon St, Canton MS 39046	Canton Mun Util	Canton Mun Util	601-855-5469	225 N Hargon St, Canton MS 39046		\$85.00
0047 VOID	Construction Permit	8/15/2022	JW 08/19/2022	Ginger Edwards	Ginger Edwards	601-720-5936	65 Bozeman Paine Circle Gluckstadt MS 39110	Ginger Edwards	Ginger Edwards	601-720-5936	The property address was not in the city limits		\$0.00

0048	Construction Permit	8/19/2022	JW 08/19/2022	Garner Construction Group	Tye Garner	601-624-6657	P O Box 321387, Flowood, MS 39232	Dr. Lake Garner	Tye Garner	601-520-1993	102 Dees Dr., Ste. M Gluckstadt MS 39110	NO	\$860.00
0049	Construction Permit	8/31/2022	JW 9/21/2022	JLS Construction	Lee Sahler	601-503-6860	103 Eastwood Cove, Madison, MS 39110	Victory Athletic	Victory Athletic		103 Eastwood Cove, Madison, MS 39110	NO	\$1,160.00
0050	Sign Permit	9/6/2022	BS 09/06/2022	Budget Signs, Inc.	Reggie Sayles	601-354-4977	2358 Highway 80 West, Jackson, MS 39201	Signature Smiles	Trisha Patel	601-540-8789	108 Dees Dr., Ste E, Gluckstadt Ms 39110	NO	\$35.00
0051	Pool Permit	9/6/2022	JW 09/12/2022	Aquatech Pools & Spa	Aquastech Pools & S	601-624-6138	2760 Old Brandon Rd, Pearl MS 39208	Brian & Shirley Pries	Brian & Shirley Pries	601-807-9870	132 Colony Park, Gluckstadt MS 39110	NO	\$332.00
0052	Sign Permit	9/13/2022	JW 9/15/2022	Athletico Physical Therapy	Steve MacMillan	769-524-3215	337 Highway 80, Jackson MS 39201	Athletico Physical			1091 Gluckstadt Way, Gluckstadt MS39110	NO	\$25.00
0053	Building Permit	9/14/2022	BS 09/14/2022	Pike Construction of MS	James Brock	601-833-3453	709 S Railroad Blvd, McComb MS 39648	Cardinal Health	James Brock		1240 Gluckstadt Rd., Gluckstadt MS 39110	NO	\$2,400.00
0054	Building Permit	9/14/2022	JW 09/20/2022	Peoples Construction	James Veeder	601-932-1111	3913 Underwood Dr, Flowood MS 39232	Priority One Bank	James Veeder	601-932-1111	1041 Church Rr., Gluckstadt MS 39110	NO	\$4,194.00
0055	Building Permit	9/12/2022	BS 09/12/2022	Thrash Construction	Chris Craddock	601-825-8967	216 Woodgate Dr., Brandon MS 39042	Trustmark Bank	Barry Collier	601-208-2536	103 Trustmark Dr., Madison MS 39110	NO	\$6,857.60
0056	Building Permit	9/21/2022	JW 09/21/2022	JLS Construction	Lee Sahler	601-503-6860	103 Eastwood Cove, Madison, MS 39110	Fit Chef	Lee Sahler		800 Sahler Lane, Gluckstadt MS 39110	NO	\$710.00
0057	Building Permit	9/21/2022	JW 9/21/2022	Shane Orman Construction	Shane Orman	601-924-1300	P O Box 1359 Clinton MS 39060	Kids Kastle	Shane Orman	601-924-1300	102 Lexington Dr, Gluckstadt MS 39110	NO	\$2,114.00
0058	Building Permit	9/18/2022	JW 09/18/2022	Vogts Construction	Vogts Construction	316-284-2801	709 N Main St, Newton, KS 67144	Althetico Therapy	John Marble	316-251-1240	1091 Gluckstadt Rd, Ste E-1 Gluckstadt	NO	\$710.00
0059	Building Permit	9/26/2022	JW 09/26/2022	JLS Construction	Lee Sahler	601-503-6860	103 Eastwood Cove, Madison MS 39110	El Sombrero	Louis Angel	601-415-9675	102 Dees Dr., Bldg 2-Ste G Gluckstadt MS	NO	\$1,860.00
0060	Building Permit	9/27/2022	BS 09/27/2022	Bayou Bugs (Angelo Rest.)	Ryan Angelo	601-668-5920	134 Weisenberger Rd, Gluckstadt MS	Bayou Bugs	Ryan Angelo	601-668-5920	134 Weisenberger Rd, Gluckstadt MS	NO	\$25.00
0061	Sign Permit	10/5/2022	JW 10/05/2022	AlphaGraphics	Ramesh Gajjar	601-201-6667	115 Metroplex Blvd, Pearl MS 39208	Big 10 Tires Pro	Tally Noah	601-607-5151	110 Dees Drive	NO	\$45.00
0062	Building Permit	10/5/2022	JW 10/05/2022	Mark Hunt Cobnstruction	Mark Hunt	601-317-1958	P O Box 364 Madison MS 39130	Misti Cochran	Misti Cochran	601-940-2421	102 Dees Drive, Gluckstadt MS 39110	NO	\$360.00
0063	Sign Permit	10/10/2022	BS 10/10/2022	Dominos Pizza	Cornelius Thomas	601-951-9115	1091 Gluckstadt Rd, Gluckstadt MS 39110	Domino's Pizza	Cornelius Thomas	601-951-9115	1091 Gluckstadt Way, Gluckstadt MS39110	NO	\$20.00
0064	Building Permit	10/1/2022	JW 10/01/2022	Munn Enterprise, Inc	Kerri Little	601-264-7446	7712 Hwy 49 N, Hattiesburg MS 39402	Extra Space Storage	Extra Space Storage	601-853-9930	122 Yandell Road, Gluckstadt, MS 39110	NO	\$85.00
0065	Gas Permit	10/20/2022	MC 10/20/2022	Ford Plumbing & Gas LLC	Patton Ford	901-940-0597	188 Main St., Ste. C-140, Madison MS	Jonathan Owen	Jonathan Owen	601-938-0645	188 Main St., C-140 Madison MS	NO	\$85.00
0066	Building Permit	08/0/2022	JW 08/08/2022	Myers Construction	James Myers	601-954-2810	702 Danforth Constrction Madison Ms	BTH Properties		601-826-6935	124 Kimball Drive Bldg 100 & 200	NO	\$4,460.00
0067	Building Permit	10/18/2022	JW 10/11/2022	JLS Construction	Lee Sahler	601-503-6860	103 Eastwood Cove, Madison, MS 39110	4 Seasons Nail	Don ?	601-506-6911	102 Dees Dr., Ste. P Gluckstadt MS 39110	NO	\$420.00
0068	Building Permit	11/2/2022	MM 11/2/2022	Trip Jones	Trip Jones	601-540-8687	111 Aulenbrock Drive Madison MS 3910	Trip Jones (driveway)	Trip Jones	601-540-8687	111 Aulenbrock Dr. Gluckstadt MS 39110	NO	\$55.00
0069	Sign Permit	11/14/2022	BS 11/14/2022	Stephanie Howard	Stephanie Howard	601-201-2835	1210 Gluckstadt Rd, Madison MS 39110	Davis Detail Shop	Stephanie Howard	601-201-2835	1210 Gluckstadt Rd, Gluckstadt MS 39110	NO	\$10.00
0070	Sign Permit(banner)	11/22/2022	BS 11 /22/2022	Dominos Pizza	Manager	601-951-9115	1091 Gluckstadt Rd, Gluckstadt MS 39110	Domnios Pizza	Manager	601-951-9115	1091 Gluckstadt Rd, Ste. B Madison MS	NO	\$20.00
0071	Building Permit	11/23/2022	BS 11/23/2022	Herman Washington	Herman Washington	601-953-7781	144 Old Orchard Rd, Gluckstadt MS 39110	H Washington	H Washinton	601-953-7781	144 Old Orchard Rd, Madison MS 39110	NO	\$140.00
0072	Sign Permit	11/23/2022	BS 11/22/2022	Ace of Grace	Budget Signs	601-954-4977	102 Dees Dr., Ste Q Gluckstadt MS 39110	Ace of Grace	Misti Cochran	601-940-2421	102 Dees Dr, Ste. Q, Gluckstadt MS 39110	NO	\$90.00
0073	Conditional Use Pmt	12/1/2022	BS 12/01/2022	Key Crete LLC	Key LLC	601-898-9892	219 Key Dr, Gluckstadt MS 39110	Key Crete LLC	D Porter	601-898-9892	219 Key Dr, Gluckstadt MS 39110	NO	\$250.00
0074	Building Permit	12/1/2022	BS 12/01/2022	Robbie Christmas Tree	Robert Covington	601-668-3685	2678 Moore Dr, Jackson MS 39204	Robbie's Christmas	Robert Covington	601-668-3685	1704Z Hwy 51, Gluckstadt MS 39110	NO	\$20.00
0075	Sign Permit	11/28/2022	11/28/2022	Tindle Family Dentistry	Dr. Tindle	769-567-2800	1021 Gluckstadt Rd, Gluckstadt MS 39110	Tindle Family Dent	Dr. Tindle	769-567-2800	1021 Gluckstadt Rd., Gluckstadt MS 39110	NO	\$10.00
0076	Building Permit	11/29/2022	11/29/2022	Village of Gluckstadt	Certified Const	601-613-1188	1554 W Peace St, Canton MS 39046	MAG Holdings	601-968-7838	601-968-7838	203 Calhoun Station Gluckstadt MS 39110	NO	\$1,710.00
0077	Building Permit	11/29/2022	11/29/2022	Village of Gluckstadt	Certified Const	601-613-1188	1554 W Peace St, Canton MS 39046	MAG Holdings	601-968-7838	601-968-7838	203 Calhoun Station Gluckstadt MS 39110	NO	\$1,710.00
0078	Building Permit	11/29/2022	11/29/2022	Village of Gluckstadt	Certified Const	601-613-1188	1554 W Peace St, Canton MS 39046	MAG Holdings	601-968-7838	601-968-7838	203 Calhoun Station Gluckstadt MS 39110	NO	\$1,710.00
0079	Sign Permit (banner)	12/1/2022	BS 12/01/2022	Robbie Christmas Tree	Robert Covington	601-668-3685	2678 Moore Dr, Jackson MS 39204	Robbie's Christmas	Robert Covington	601-6683685	1704Z Hwy 51, Gluckstadt MS 39110	NO	\$10.00
0080	Sign Permit	12/2/2022	BS 12/02/2022	4 Seasons Nails	Budget Signs	601-354-4977	102 Dess Dr, Bldg 3 Gluckstadt MS 39110	4 Season Nail	Don Troung	601-354-4977	102 Dees Dr, Bldg 3 Gluckstadt MS 39110	NO	\$30.00
													\$58,689.60

**MINUTES OF THE REGULAR MEETING
OF THE PLANNING AND ZONING COMMISSION
OF THE CITY OF GLUCKSTADT, MISSISSIPPI**

A regular meeting of the Planning and Zoning Commission of the City of Gluckstadt, Mississippi ("the board") was duly called, held and conducted on Tuesday, November 22, 2022, at 6:00 p.m. at Gluckstadt City Hall. 343 Distribution Drive, Gluckstadt, Madison County, Mississippi.

The following members were present, to-wit:

David Boackle
Andrew Duggar
Melanie Greer
Phillips King
Sam McGaugh
Tim Slattery

Absent:

Katrina Myricks

Also present:

Mike McCollum and William Hall, City of Gluckstadt

Chair Melanie Greer called the meeting to order.

The Board considered the Minutes of the October 25, 2022, meeting. Commissioner Sam McGaugh moved to approve the minutes as written. The motion was seconded by Commissioner Tim Slattery and approved unanimously.

NEW BUSINESS

**Amended Site Plan – Tate Office Building
124 Kimball Drive, Building 100 & 200**

The Board considered the amended Site Plan for Tate Officed Building located at 124 Kimball Drive, Building 100 and Building 200. Subject to approval by the Board of Alderman for the petition of site approval. The elevation of the property was previously discussed by the board to include a 10 feet wide buffer. The curbing will remain the same with a partial isle. The Commissioner recommended an additional 200 square feet of parking.

On motion by Commissioner David Boackle and seconded by Commissioner Andrew Duggar, the board voted 6-0 to recommend to the Mayor and Board of Alderman for approval as submitted.

OLD BUSINESS

There was some discussion of the Architectural Review Ordinance regarding the formation of a Separate Architectural Review Boar. Most of the members were in favor of the establishment of that Committee. The Planning and Zoning Board wanted this information communicated to the Mayor and Board of Alderman for consideration.

The City of Gluckstadt sent a comprehensive Plan Questionnaire to residents. This was a form to see what the people want to see in our city. It was discussed to have a Public Hearing at Germantown High School at a future date for resident’s input.

There was no further business to presented.

ADJOURN

Commissioner David Boackle moved that the meeting be adjourned. The motion was seconded by Commissioner Sam McGaugh and approved unanimously. The Chairman declared the Motion carried.

WITNESS OUR hands, this the _____ day of _____, 2022

MELANIE GREER, Chairman

Sam McGaugh, Vice Chariman/Secretary

City of Gluckstadt
Planning & Zoning Commission Agenda
November 22, 2022
6:00 PM

- I. Call to Order
- II. Consideration and approval of minutes from October 25, 2022
- III. Amended Site Plan
 - A. Tate Office Building – 124 Kimball Drive, Bldg. 100 & 200
- IV. Next Meeting:
The next meeting will be held on Tuesday, December 27, 2022
- V. Adjourn

City of Gluckstadt**Application for Site Plan Review****(Site Plan Amendment)**Subject Property Address: Kimball Drive / Tate Office WarehouseParcel #: 082H-28-007/04:00Owner: Michael Tate (BTH Properties, LLC) Applicant: Michael TateAddress: 104 Rosedowne Bend
Madison MS 39110Address: 104 Rosedowne Bend
Madison MSPhone #: (601) 826-6935Phone #: (601) 826-6935E-Mail: mstate1@comcast.netE-Mail: mstate1@comcast.netCurrent Zoning District: C-2Acreage of Property (If applicable): 1.75 acUse sought of Property: Office/Warehouse**Requirements of Applicant:**

1. Copy of written legal description.
2. Site Plan as required in Sections 807-810 of City of Gluckstadt Zoning Ordinance
3. Color Rendering & Elevations at time of submittal

Requirements for Site Plan Submittal (Refer to Section 807, Gluckstadt Zoning Ordinance)

Nine (9) copies of the site plan shall be prepared and submitted to the Zoning Administrator. Digital copies are acceptable. Three (3) hard copies are required.

Site Plan Specifications (Section 809, Zoning Ordinance)

- A. Lot Lines (property lines)
- B. Zoning of the adjacent lots
- C. The names of owners of adjacent lots
- D. Rights of way existing and proposed streets, including streets shown on the adopted Throughfares plan
- E. Access ways, curb cuts, driveways, and parking, including number of parking spaces to be provided
- F. All existing and proposed easements
- G. All existing and proposed water and sewer lines. Also, the location of all existing and proposed fire hydrants.
- H. Drainage plan showing existing and proposed storm drainage facilities. The drainage plan shall indicate adjacent off site drainage courses and projected storm water flow rates from off-site and on-site sources.

- I. Contours at vertical intervals of five (5) feet or less.
- J. Floodplain designation, according to FEMA Maps.
- K. Landscaped areas and planting screens.
- L. Building lines and the locations of all structures, existing and proposed
- M. Proposed uses of the land and buildings, if known
- N. Open space and recreation areas, where required.
- O. Area in square feet, and/or square acres of parcel
- P. Proposed gross lot coverage in square feet
- Q. Number and type of dwelling units where proposed
- R. Location of sign structures and drawings. (Section 701)
- S. Location of garbage dumpster and enclosure. (Section 406.06)
- T. Any other data necessary to allow for a through evaluation of the proposed use, including a traffic study.


Applicant shall be present at the monthly meeting of the Planning and Zoning Commission when site plan is on the agenda for consideration; additionally, applicant shall be present at the Mayor and Board of Alderman meeting when the site plan is on the agenda for final approval.

Applicant is responsible for complying with all applicable requirements of the Gluckstadt Zoning Ordinance.

Site Plans shall be submitted by the 5:00 pm on the 5th day of the month, immediately preceding the next regular meeting of the Planning and Zoning Commission. No Exceptions.

Once submitted to the Planning & Zoning Administrator for approval to add to the Planning and Zoning Commission’s agenda, no amendments or changes shall be made to the site plan. If you wish to submit changes, you will be required to resubmit by the 5th of the following month for the next monthly meeting of the Planning and Zoning Commission.

Attestation: By signing this application, the applicant agrees to all the terms and conditions laid out in this document. Approval of site plan is subject to Board approval.


Applicant Signature

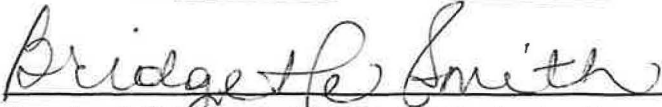
11/14/22
Date

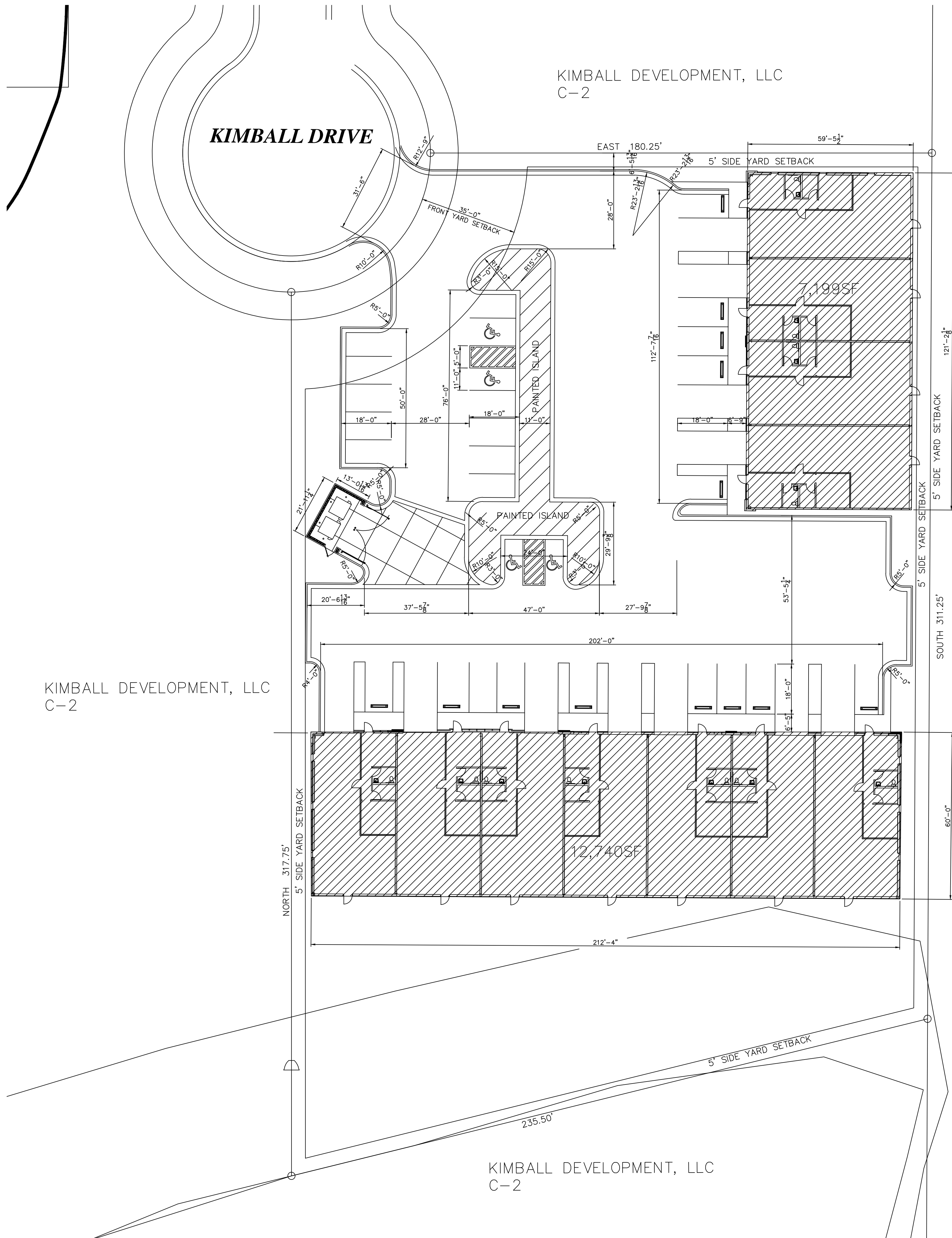
CITY OF GLUCKSTADT BUILDING DEPARTMENT
OFFICE USE ONLY

Date Received: 11/14/2022

Application Complete & Approved to Submit to P&Z Board (please check):

Yes ☒ No ☐

Signature: 
Planning & Zoning Administrator (or Authorized Representative)



WHITTEN RANCH, INC.
C-2

1 SITE PLAN
A1.0
SCALE: 1"=20'-0"

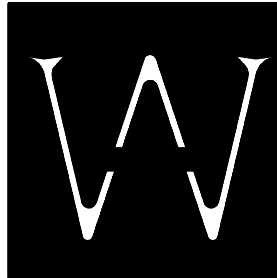
ZONING; C-2
BUILDING USAGE; OFFICE WAREHOUSE
SITE AREA; 75,930SF
TOTAL BLDG. AREA; 19,939SF
TOTAL SITE COVERAGE; 26.3%

TOTAL BLDG.; 19,939SF
OFFICE AREA; 5,335SF / 300 = 17.7 PARKING SPACES
WAREHOUSE AREA; 14,604SF / 1000 = 14.6 PARKING SPACES
TOTAL REQUIRED PARKING; 32.3 SPACES (33 SPACES)
TOTAL PROVIDED PARKING; 53 SPACES

Section 9, Item E)

REVISIONS

BY



WOOLDRIDGE & ASSOCIATES
484 CHURCH RD. SUITE 700
MADISON, MS 39110
601-209-8885
WOOLDRIDGEARCHITECTURE@YAHOO.COM

Tate Office Warehouses
Kimball Drive
Gluckstadt, Mississippi

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WOOLDRIDGE & ASSOCIATES
IT MAY NOT BE REPRODUCED
FROM THIS DESIGN WITHOUT THE EXPRESS WRITTEN
PERMISSION OF WOOLDRIDGE & ASSOCIATES.

DRAWN

CHECKED

DATE
12/16/20

SCALE

JOB NO.

SHEET

A0.0

OF SHEETS

154