

**CITY OF WAYNESBORO BOARD AGENDA
REGULAR MEETING
DECEMBER 3, 2013
6:00 P.M.**

CALL MEETING TO ORDER.

- I. INVOCATION.
- II. ROLL CALL.
- III. DECISIONS.
 - A. ADOPT AGENDA.
 - B. ADOPT MINUTES OF NOVEMBER MEETING.
 - C. APPROVE CLAIMS DOCKET.
 - D. APPROVE NARCOTICS CLAIMS DOCKET.
 - E. APPROVE TRAVEL.
 - 1. Willard Crocker, Slade Barnett and Thomas Barnett to attend Course at Fire Academy December 14,2013 in Pearl, MS.
 - F. CONSIDER RENEWAL OF LIABILITY INSURANCE POLICY.
 - G. PATSY BREWER TO PROVIDE UPDATE ON STATUS OF MUSEUM PROJECT.
 - H. CONSIDER EMPLOYEE HEALTH INSURANCE PREMIUM ADJUSTMENT TO REFLECT MANDATED HEALTHCARE REFORM TAXES AND FEES.
 - I. TERRI SEAWRIGHT TO PROVIDE UPDATE ON PROCESS FOR SELECTION OF POLICE CHIEF.
 - J. CONSIDER REQUEST OF WAYNE COUNTY CHAMBER OF COMMERCE TO CO-SPONSOR ANNUAL BANQUET AT AUDITORIUM ON FEBRUARY 20, 2014.
 - K. CONSIDER ANNUAL DONATION TO WAYNE SOCCER LEAGUE.
 - L. CONSIDER PLACEMENT OF STREET LIGHT AT 318 WAYNE STREET NEAR THE HOME OF JACKIE LANCASTER.
 - M. CONSIDER RENEWAL OF LEASE TO UNITED STATES POSTAL SERVICE.
 - N. CONSIDER PAYMENT OF INVOICE NO. 7 TO BELINDA STEWART ARCHITECTS, P.A. IN THE AMOUNT OF \$3,138.16 FOR SERVICES RENDERED REGARDING MUSEUM PROJECT.
 - O. CONSIDER PAYMENT SCHEDULE FOR ENGINEERING INVOICES.
 - P. CONSIDER UPDATING 'CERTIFICATE OF ADOPTION' REGARDING EMERGENCY RESPONSE PLAN.
 - Q. CONSIDER ADVERTISING FOR BIDS FOR BANK DEPOSITORIES FOR 2014 & 2015 CALENDAR YEARS.

- R. DISCUSS ANIMAL CONTROL.
- S. CONSIDER RENEWAL OF ANNUAL HARDWARE AND SOFTWARE AGREEMENTS WITH BBI, INC-JANUARY 1, 2014 THRU DECEMBER 31, 2104.
- City Hall:
 1. Hardware Maintenance: \$14,375.00
 2. Software Support: \$ 7,170.00
 - Municipal Court:
 1. Hardware Maintenance: \$1,450.00
 2. Software Support: \$1,320.00
- T. CONSIDER INTERLOCAL AGREEMENT WITH WAYNE COUNTY BOARD OF SUPERVISORS REGARDING WATER AND SEWER TO PROPOSED CENTRAL SUNBELT FEDERAL CREDIT UNION BUILDING.
- U. DISCUSS FIRE HYDRANTS IN PATTON CREEK SUBDIVISION.
- V. DISCUSS NARCOTICS TASK FORCE.
- W. DISCUSS CLARIFICATION TO THE MINUTES OF THE OCTOBER 1, 2013 MEETING.
- X. CONSIDER RENEWAL OF PROCLAMATIONS OF LOCAL EMERGENCY.

ADJOURN

**REGULAR MEETING
DECEMBER 3, 2013**

**MINUTES OF THE REGULAR
MEETING OF THE MAYOR AND
BOARD OF ALDERMEN, CITY
OF WAYNESBORO, MS.**

BE IT THEREFORE REMEMBERED, that the Mayor and Board of Aldermen met in a regular meeting on Tuesday, December 3, 2013 at 6:00 p.m. in the boardroom at city hall. Mayor Richard Johnson called the meeting to order. Alderman Johnny Gray rendered the invocation. Present were Mayor Richard Johnson; Aldermen Mary Davis, Johnny Gray, Tammie Wilson, Shane Barnett and Tim Cochran. Others present were City Clerk Sytrecia Hull, City Attorney Curtis Bates, Public Works Director Harvey Hull, Interim Assistant Police Chief Chris Harris, Fire Chief Willard Crocker, Assistant Fire Chief Scott Bunch, Zoning Administrator Ken Roberts, Narcotics Task Force Commander Brent Pursell, and Personnel Director Terri Seawright. Representatives of the local media were also in attendance as well as citizens.

AGENDA ADOPTED

It was moved by Alderman Wilson and duly seconded by Alderman Davis to adopt the agenda as amended. All voted aye. Motion declared unanimously.

MINUTES ADOPTED

Motion was made by Alderman Cochran and duly seconded by Alderman Gray that the minutes of the November meeting be adopted as printed. All voted aye. Motion declared carried unanimously.

CLAIMS DOCKET APPROVED

Upon motion of Alderman Gray and duly seconded by Alderman Barnett, the board voted unanimously to approve payment of the Claims Docket #'s 49152 through 49397, Warrant #'s 43217 through 43325 . Alderman Tammie Wilson left the room during discussion and vote on the claims docket. All other members voted aye.

PROPERTY AND LIABILITY INSURANCE RENEWED WITH THE JOINER-SIGLER AGENCY

Motion was made by Alderman Barnett and duly seconded by Alderman Davis to accept the proposal of the Joiner-Sigler Agency for the renewal of the city's property and liability insurance. The annual premium for said policy is \$136,577.00. The Joiner-Sigler Agency will arrange an installment plan with First State Bank with the initial down payment being \$10,000.00. The effective term of said policy is December 31, 2013 to December 31, 2014. All voted aye. Motion declared carried unanimously.

LIBRARIAN PATSY BREWER PROVIDED UPDATE REGARDING PROPOSED MUSEUM PROJECT

Librarian Patsy Brewer was in attendance to update the governing authorities regarding the status of the proposed museum project. Ms. Brewer stated that there would be an increase in the initial cost of the project because of added air conditioning as well as other unforeseen costs. The Library Board is exploring the possibility of obtaining a Small Municipalities Grant or a USDA Rural Development Grant to help offset the increased cost. Motion was made by Alderman Gray and duly seconded by Alderman Wilson that the Board grant permission to continue with Phase One of said project with monies on

hand and to use only half the building instead of the entire space. All voted aye. Motion declared carried unanimously.

CITY'S RATIO ON PAYMENT OF EMPLOYEE HEALTH INSURANCE PREMIUM ADJUSTED

Personnel Director Terri Seawright was present to inform the Mayor and Board of an increase in the employees' health insurance premiums as a result of mandated healthcare reform taxes and fees. After Ms. Seawright's presentation, a motion was made by Alderman Cochran and duly seconded by Alderman Wilson that the city pay 75% of the total employee premium. All voted aye. Motion declared carried unanimously.

PERSONNEL DIRECTOR PROVIDES UPDATE ON PROCESS FOR SELECTION OF POLICE CHIEF

Personnel Director Terri Seawright provided the Mayor and Board with an update on the process of selecting a police chief to fill the vacancy upon Interim Police Chief McCaskey's retirement and made available a list of applicants for the position. No action was taken.

CITY TO CO-SPONSOR ANNUAL CHAMBER OF COMMERCE BANQUET

Motion was made by Alderman Davis and duly seconded by Alderman Wilson that the city co-sponsor the annual Chamber of Commerce Banquet along with the Wayne County Chamber of Commerce. The event will be held at the Waynesboro City Auditorium on February 20, 2014 with the city providing the use of the facility. All voted aye. Motion declared carried unanimously.

CONTRACT BETWEEN CITY OF WAYNESBORO AND WAYNE COUNTY SOCCER PROGRAM APPROVED

Motion was made by Alderman Barnett and duly seconded by Alderman Cochran to execute a contract between the City of Waynesboro and the Wayne County Soccer Program. Per the contract, the Wayne County Soccer Program agrees to provide an organized soccer program for the youth of the city and county. The City of Waynesboro agrees to donate to the Wayne County Soccer Program the sum of \$1,050.00 to be used for operational costs and the support of said program. The soccer program also agrees to provide adequate insurance coverage for participants in the program. All voted aye. Motion declared carried unanimously.

PLACEMENT OF STREET LIGHT APPROVED

Motion was made by Alderman Davis and duly seconded by Alderman Gray to approve the placement of a street light at 318 Wayne Street near the home of Jackie Lancaster. All voted aye. Motion declared carried unanimously.

PAYMENT APPROVED TO BELINDA STEWART ARCHITECTS, P.A. IN REGARDS TO PROPOSED MUSEUM PROJECT

Motion was made by Alderman Gray and duly seconded by Alderman Cochran to approve payment of Invoice No. 8 to Belinda Stewart Architects, P.A. in the amount of \$2,555.89 for services rendered in regards to the proposed Museum Project. All voted aye. Motion declared carried unanimously.

PAYMENT SCHEDULE FOR OUTSTANDING ENGINEERING INVOICES APPROVED

Motion was made by Alderman Cochran and duly seconded by Alderman Gray to approve two partial payments in the amount of \$18,427.46 each to Pickering Firm on outstanding invoices. One to be paid immediately and the other at the end of December.

This will leave a remaining balance of \$15, 313.48 to be paid after January 1, 2014. All voted aye. Motion declared carried unanimously.

CERTIFICATE OF ADOPTION UPDATED REGARDING EMERGENCY RESPONSE PLAN FOR THE CITY'S PUBLIC WATER SYSTEM

Motion was made by Alderman Davis and duly seconded by Alderman Cochran to update the Certificate of Adoption for the City of Waynesboro's Public Water System Emergency Response Plan. All voted aye. Motion declared carried unanimously.

ADVERTISEMENT FOR BANK DEPOSITORIES FOR CALENDAR YEARS 2014 AND 2015 APPROVED

Motion was made by Alderman Wilson and duly seconded by Alderman Gray to approve advertising for bids for bank depositories to house the city's monies for calendar years 2014 and 2015. All voted aye. Motion declared carried unanimously.

ADVERTISEMENT FOR CONTRACT ANIMAL CATCHER APPROVED

Motion was made by Alderman Barnett and duly seconded by Alderman Wilson to authorize advertisement for a contract animal catcher to help alleviate the problem of stray animals within the city. All voted aye. Motion declared carried unanimously.

ANNUAL HARDWARE AND SOFTWARE AGREEMENTS RENEWED WITH BBI, INC. (CITY HALL AND MUNICIPAL COURT)

Upon motion of Alderman Davis and duly seconded by Alderman Wilson, the Board voted to renew the annual computer hardware maintenance agreements and the and the annual computer software maintenance agreements with BBI, Inc. for the city hall and municipal court computer systems. The renewal fee for the city hall hardware maintenance is \$14,375.00 and \$7,170.00 for the annual software support. The renewal fee for the municipal court hardware maintenance is \$ 1,450.00 and \$1,320.00 for the annual software support. Said agreements will cover a one-year time period beginning January 1, 2014 and ending December 31, 2014.

PUBLIC WORKS DIRECTOR TO OBTAIN COST ESTIMATES FOR FIRE HYDRANTS IN PATTON CREEK SUB-DIVISION

There was discussion regarding placement of fire hydrants in the Patton Creek Sub-Division. The Public Works Director was directed to obtain estimates for placement of hydrants from Ramey Lane to within 500 feet of city limits. However, no official action was taken.

NARCOTICS TASK FORCE CLAIMS DOCKET APPROVED

City Attorney Curtis Bates provided an update of the status of the Narcotics Task Force. He informed the Board that a limited budget had been adopted by the control board for the operation of the building and the secretary's salary. Therefore a motion was made by Alderman Gray and duly seconded by Alderman Davis to approve payment of the October and November Narcotics Task Force Claims Dockets in the total amount of \$16,763.82 pending approval and confirmation by the Clarke County Board of Supervisors. All voted aye. Motion declared carried unanimously.

BOARD ORDER ADOPTED EXTENDING PROCLAMATION OF LOCAL EMERGENCY (HURRICANE ISAAC)

At a meeting of the Mayor and Board of Aldermen on August 27, 2012, the Board adopted a proclamation declaring the existence of a local emergency in the City of Waynesboro due to the imminent threat of Hurricane Isaac. In accordance with Section 33-15-17 (d), Mississippi Code of 1972, the governing body shall continue to review the

need for continuing the local emergency until such emergency is terminated. At this time a motion was made by Alderman Gray and duly seconded by Alderman Wilson to extend said proclamation in order to continue to provide for the health and safety of the citizens and the protection of their property within the affected jurisdiction. A roll call vote resulted as follows:

Alderman Mary Davis -Aye
 Alderman Johnny Gray -Aye
 Alderman Tammie Wilson -Aye
 Alderman Shane Barnett -Aye
 Alderman Tim Cochran -Aye
 Motion declared carried unanimously.

BOARD ORDER ADOPTED EXTENDING PROCLAMATION OF LOCAL EMERGENCY (FEBRUARY 10, 2013 STORM)

At a meeting of the Mayor and Board of Aldermen on February 11, 2013, the Board adopted a proclamation declaring the existence of a local emergency in the City of Waynesboro due to the imminent threat of the Storm of February 10, 2013. In accordance with Section 33-15-17 (d), Mississippi Code of 1972, the governing body shall continue to review the need for continuing the local emergency until such emergency is terminated. At this time a motion was made by Alderman Wilson and duly seconded by Alderman Cochran to extend said proclamation in order to continue to provide for the health and safety of the citizens and the protection of their property within the affected jurisdiction. A roll call vote resulted as follows:

Alderman Mary Davis -Aye
 Alderman Johnny Gray -Aye
 Alderman Tammie Wilson -Aye
 Alderman Shane Barnett -Aye
 Alderman Tim Cochran -Aye
 Motion declared carried unanimously.

HOLIDAYS APPROVED FOR CALENDAR YEAR 2014

Motion was made by Alderman Davis and duly seconded by Alderman Cochran to approve the attached list of holidays to be observed by the City of Waynesboro for the calendar year 2014 as set by state statute and the governor's proclamations. All voted aye. Motion declared carried unanimously.

OPEN MEETING CLOSED TO DISCUSS NEED FOR EXECUTIVE SESSION

It was moved by Alderman Davis and duly seconded by Alderman Gray to go into a closed session to determine if there was a need for an executive session. The result of a roll call vote was as follows:

Alderman Mary Davis -Aye
 Alderman Johnny Gray -Aye
 Alderman Tammie Wilson -Aye
 Alderman Shane Barnett -Aye
 Alderman Tim Cochran -Aye
 Motion declared carried unanimously.

After a brief discussion, it was determined that there was no need for an executive session. Therefore, a motion was made by Alderman Davis and duly seconded by Alderman Wilson to come out of the closed session and to return to an open meeting. The result of a roll call vote was as follows:

Alderman Mary Davis -Aye
 Alderman Johnny Gray -Aye
 Alderman Tammie Wilson -Aye
 Alderman Shane Barnett -Aye
 Alderman Tim Cochran -Aye
 Motion declared carried unanimously.

TRAVEL APPROVED

Motion was made by Alderman Gray duly seconded by Alderman Davis, and unanimously approved to authorize the following travel:

- Willard Crocker, Shane Barnett, and Thomas Barnett to attend a course at the Fire Academy in Pearl, MS December 14, 2013.

Motion declared carried unanimously.

Motion was made by Alderman Wilson, duly seconded by Alderman Gray and unanimously approved that the meeting be adjourned.

**APPROVED BY ME THIS _____
DAY OF _____, 2014**

MAYOR

ATTEST: _____
CITY CLERK