

**CITY OF WAYNESBORO BOARD AGENDA
REGULAR MEETING
JANUARY 3, 2012
6:00 P. M.**

- I. CALL MEETING TO ORDER.
- II. INVOCATION.
- III. ROLL CALL.
- IV. DECISIONS.
 - A. ADOPT AGENDA.
 - B. ADOPT MINUTES OF DECEMBER MEETINGS.
 - C. APPROVE CLAIMS DOCKET.
 - D. APPROVE NARCOTICS CLAIMS DOCKET.
 - E. APPROVE TRAVEL.
 - 1. Ken Roberts to attend Asbestos Refresher Course February 6, 2012 in Starkville, MS.
 - 2. Shane McIlwain to attend Police Academy at Camp Shelby beginning January 8, 2012 for a nine-week period.
 - 3. Officials to attend MML Mid-Winter Conference January 24-26, 2012 in Jackson, MS.
 - 4. Syrecia Hull to attend MS Clerks Assoc. Annual Spring Conference March 28-30, 2012 in Hattiesburg, MS.
 - 5. Willard Crocker to attend meeting at State Fire Academy in Pearl, MS February 14, 2012.
 - F. CONSIDER BIDS FOR SUPPLIES, REPAIRS, SERVICES AND BANK DEPOSITORIES.
 - G. ALLEN HODO TO DISCUSS FORMATION OF BOYS AND GIRLS CLUB.
 - H. CONSIDER RENEWAL OF LIABILITY INSURANCE WITH THE JOINER-SIGLER AGENCY. TOTAL ANNUAL PREMIUM-\$122,524.00.
 - I. CONSIDER PAYMENT TO MICHAEL E. BRITTON, CPA IN THE AMOUNT OF \$3,150.00 FOR 60% PROGRESS BILLING REGARDING FY 2011 AUDIT.
 - J. CONSIDER PAYMENT OF INVOICE TO BRIDGE & WATSON, INC. IN THE AMOUNT OF \$5,237.58 FOR SERVICES RENDERED IN REGARDS TO COMPREHENSIVE PLAN, ZONING & REDISTRICTING.
 - K. CONSIDER REIMBURSEMENT TO WAYNE COUNTY BOARD OF SUPERVISORS IN THE AMOUNT OF \$143,320.05 FOR ASPHALT PURCHASED BY DISTRICT THREE FOR THE JIMMY RAMEY RD.
 - L. CONSIDER PAYMENT OF INVOICE NO. 70157 TO PICKERING IN THE AMOUNT OF \$85.89 FOR SERVICES RENDERED REGARDING RUBBISH SITE PROJECT.
 - M. CONSIDER APPROVAL OF CDBG REQUISITION NO. 1 IN THE AMOUNT OF \$5,000.00 IN REGARDS TO WATER WELL IMPROVEMENTS PROJECT.

- N. CONSIDER LEGAL SERVICES PROPOSAL IN REGARDS TO CDBG WATER WELL IMPROVEMENTS PROJECT.
- O. CONSIDER ADMINISTRATIVE PROPOSAL IN REGARDS TO CDBG WATER WELL IMPROVEMENTS PROJECT.
- P. CONSIDER ENGINEERING SERVICES PROPOSAL IN REGARDS TO CDBG WATER WELL IMPROVEMENTS PROJECT.
- Q. CONSIDER APPOINTMENT OF WARD 4 LIBRARY BOARD MEMBER.
- R. CONSIDER PURCHASE OF SPONSORSHIP AD IN ANNUAL ROTARY CLASSIC PROGRAM (\$300.00).
- S. DISCUSS RE-RANGING STREETS.
- T. CONSIDER JAMESHIA LACEY'S REQUEST FOR PLACEMENT OF STREET LIGHT AT 37 HANGING MOSS DRIVE.
- U. DISCUSS PROCEDURES FOR REPORTING ACCIDENTS.
- V. DECLARE POSITION OF ALDERMAN WARD ONE VACANT AND SET A SPECIAL ELECTION TO FILL VACANCY.

ADJOURN.

**CITY OF WAYNESBORO
SPECIAL MEETING
JANUARY 10, 2012
6:00 P.M.**

- I. CALL MEETING TO ORDER.
- II. INVOCATION.
- III. ROLL CALL.
- IV. CONSIDER CHANGING CERTAIN PUBLIC WORKS EMPLOYEES FROM SALARIED TO HOURLY STATUS.
- V. CONSIDER APPROVAL OF PARTIAL CLAIMS DOCKET.
- VI. DISCUSS PERSONNEL.

ADJOURN

**REGULAR MEETING
JANUARY 3, 2012**

**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, January 3, 2012 at 6:00 p.m. in the board room at city hall. The meeting was called to order by Mayor Joe Taylor. Alderman Johnny Gray rendered the invocation. Present were Mayor Joe Taylor; Aldermen Greg Johnson, Johnny Gray, Tammie Wilson, and Shane Barnett. Others present were City Clerk Sytrecia Hull, City Attorney John Gunn, Public Works Director Harvey Hull, Assistant Police Chief Matthew McCaskey, Fire Chief Willard Crocker, Zoning Administrator Ken Roberts, and Parks and Recreation Maintenance Supervisor Ray Polk. Representatives of the local media were also in attendance as well as citizens.

AGENDA ADOPTED

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

MINUTES ADOPTED

Motion was made by Alderman Gray and duly seconded by Alderman Wilson that the minutes of the December meetings 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 42387 through 42569, Warrant #'s 40278 through 40369. All voted aye. Motion declared carried unanimously.

NARCOTICS CLAIMS DOCKET APPROVED

It was moved by Alderman Wilson and duly seconded by Alderman Gray to approve payment of the Narcotics Claims Docket. Motion declared carried unanimously.

TRAVEL APPROVED

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

- Ken Roberts and Willard Crocker to attend an asbestos refresher course February 6, 2012 in Starkville, MS and that they are reimbursed for meals, mileage, lodging and all related expenses.
- Shane McIlwain to attend the police academy at Camp Shelby in Hattiesburg, MS beginning January 8, 2012 for a nine-week period, and that he be reimbursed for meals, mileage, lodging and all related expenses.
- Officials to attend the MML Mid-Winter Conference January 24-26, 2012 in Jackson, MS and that they be reimbursed for meals, mileage, lodging and all related expenses.
- Sytrecia Hull to attend MS. Clerks Association Annual Spring Conference March 28-30, 2012 in Hattiesburg, MS and that she is reimbursed for meals, mileage and all related expenses.

- Willard Crocker to attend a meeting at the Ms State Fire Academy in Pearl, MS February 14, 2012, and that he is reimbursed for meals, mileage, lodging and all related expenses.

BIDS RECEIVED FOR SUPPLIES, REPAIRS, AND SERVICES INCLUDING BANK DEPOSITORIES

The following bids were received as advertised for furnishing supplies, repairs and services to the City of Waynesboro for calendar year 2012:

Automotive Parts & Supplies:

NAPA Auto Parts 5% above cost

Pipe, Valves, and Fittings:

Central Pipe Supply, Inc. List on File

Pest Control Services:

Riley Pest Control \$155.00 per month

Road Stripping:

Traffic Control Products Co., Inc. List on File

Traffic Signs:

Custom Products Corp. List on File

Bank Depositories 2012 & 2013

Bank Plus	Interest Rate 0.15% with an Annual Percentage Yield of 0.15%
First State Bank	Interest Rate 0.90% with an Annual Percentage Yield of 0.902%

Motion was made by Alderman Gray and duly seconded by Alderman Wilson to accept and to utilize the lowest and best bids as determined by the department heads regarding supplies, repairs and services for the 2012 calendar year. However, regarding bank depositories, First State Bank was awarded the bid as the city's main depository for calendar years 2012 and 2013. All voted aye. Motion declared carried unanimously.

ALLEN HODO DISCUSSES FORMATION OF BOYS AND GIRLS CLUB IN WAYNESBORO

Allen Hodo was in attendance and discussed the possibility of using an unoccupied portion of the library building as a location for a proposed Boys and Girls Club. He was informed by Mayor Taylor that plans were already underway for the use of that portion of said building and that it would not be available. Therefore no action was taken.

PROPERTY AND LIABILITY INSURANCE RENEWED WITH THE JOINER - SIGLER AGENCY

Motion was made by Alderman Gray and duly seconded by Alderman Wilson 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 \$122,524.00. The Joiner-Sigler Agency will arrange an installment plan through First State Bank with the initial down payment being \$10,000.00. The effective term of said policy is December 31, 2011 to December 31, 2012. All voted aye. Motion declared carried unanimously.

PAYMENT APPROVED TO MICHAEL BRITTON FOR SERVICES RENDERED IN PREPARATION OF FYE 2011 AUDIT

Motion was made by Alderman Wilson and duly seconded by Alderman Johnson to approve payment to Michael Britton in the amount of \$3,150.00 for 60% progress billing regarding the FY 2011 Audit Contract. All voted aye. Motion declared carried unanimously.

PAYMENT APPROVED TO BRIDGE & WATSON, INC. FOR SERVICES RENDERED REGARDING COMPREHENSIVE PLAN, ZONING AND REDISTRICTING

Motion was made by Alderman Johnson and duly seconded by Alderman Gray to approve payment to Bridge & Watson, Inc. in the amount of \$5,237.58 for services rendered in regards to the proposed comprehensive plan, zoning and redistricting. All voted aye. Motion declared carried unanimously.

PAYMENT APPROVED TO WAYNE COUNTY BOARD OF SUPERVISORS FOR ASPHALT PURCHASED TO PAVE JIMMY RAMEY ROAD

Motion was made by Alderman Barnett and duly seconded by Alderman Wilson to approve payment to the Wayne County Board of Supervisors in the amount of \$143,320.05 for asphalt purchased by District Three to pave Jimmy Ramey Road which leads to the new rubbish site. All voted aye. Motion declared carried unanimously.

PAYMENT APPROVED TO PICKERING FOR SERVICES RENDERED REGARDING RUBBISH SITE PROJECT

Motion was made by Alderman Gray and duly seconded by Alderman Barnett to approve payment of Pickering's Invoice No. 70157 in the amount of \$85.89 for services rendered regarding the Rubbish Site Project. All voted aye. Motion declared carried unanimously.

CDBG REQUISITION NO. ONE APPROVED REGARDING PUBLIC FACILITIES PROJECT NO. 1127-10-380-PF-01 (WATER WELL IMPROVEMENTS)

Motion was made by Alderman Gray and duly seconded by Alderman Barnett to approve payment of CDBG Requisition No. 1 in the amount of \$5,000.00 regarding the CDBG Public Facilities Project (Water Well Improvements). Said requisition consists solely of an invoice to Sample, Hicks, and Associates, Inc. All voted aye. Motion declared carried unanimously.

LEGAL SERVICES PROPOSAL OF ATTORNEY JOHN R. GUNN ACCEPTED REGARDING CDBG PUBLIC FACILITIES PROJECT NO. 1127-10-380-PF-01 (WATER WELL IMPROVEMENTS)

Proposals were received as advertised for the performance of legal services in regards to the FY 2011 CDBG Public Facilities Project. The only proposal received was that of Attorney John R. Gunn. Motion was made by Alderman Gray and duly seconded by Alderman Wilson to accept the proposal of Attorney Gunn and to accept the proposed fee for services as outlined in said proposal. All voted aye. Motion declared carried unanimously.

ADMINISTRATIVE CONTRACT OF SAMPLE, HICKS, AND ASSOCIATES, INC. APPROVED REGARDING CDBG PUBLIC FACILITIES PROJECT NO. 1127-10-380-PF-01 (WATER WELL IMPROVEMENTS)

Motion was made by Alderman Gray and duly seconded by Alderman Wilson to approve the contract of Sample, Hicks, and Associates, Inc. for the performance of administrative services in regards to the FY 2011 CDBG Public Facilities Project No. 1127-10-380-PF-01 (Water Well Improvements) and to accept the proposed fee for services as outlined in said contract. All voted aye. Motion declared carried unanimously.

ENGINEERING PROPOSAL OF PICKERING FIRM, INC. APPROVED REGARDING CDBG PUBLIC FACILITIES PROJECT NO. 1127-10-380-PF-01 (WATER WELL IMPROVEMENTS)

Motion was made by Alderman Gray and duly seconded by Alderman Johnson to approve the proposal of Pickering Firm, Inc. for the performance of engineering services in regards to the FY 2011 CDBG Public Facilities Project No. 1127-10-380-PF-01 (Water Well Improvements) and to accept the proposed fee for services as outlined in said proposal. All voted aye. Motion declared carried unanimously.

PURCHASE OF SPONSORSHIP AD APPROVED FOR ROTARY CLASSIC MEMORIAL SCHOLARSHIP TOURNAMENT

Motion was made by Alderman Wilson and duly seconded by Alderman Johnson to approve the purchase of a sponsorship ad to be displayed at the Rotary Classic Memorial Scholarship Basketball Tournament. Said action was taken after the Board made a finding that the purchase of such an ad would bring into favorable notice the opportunities, possibilities, and resources of the City of Waynesboro. The cost for said ad is \$300.00. All voted aye. Motion declared carried unanimously.

STREET RE-RANGING DISCUSSED

There was some discussion regarding the possibility of re-ranging streets within the City of Waynesboro. However, no action was taken.

PLACEMENT OF STREET LIGHT APPROVED

Motion was made by Alderman Wilson and duly seconded by Alderman Gray to approve the placement of a street light near Jameshia Lacey's home at 37 Hanging Moss Dr. All voted aye. Motion declared carried unanimously.

POSITION OF ALDERMAN WARD ONE DECLARED VACANT AND SPECIAL ELECTION SET TO FILL VACANCY

Motion was made by Alderman Gray and duly seconded by Alderman Barnett to declare the position of Alderman Ward One vacant and to set the date for a special election to fill said vacancy for Tuesday, February 14, 2012, and in the event of a run-off, also two (2) weeks thereafter, on Tuesday February 28, 2012. Pursuant to Sec. 23-15-857 Miss. Code 1972 for appointments to fill vacancies, due to the resignation of Alderman Ben Graves, there was a vacancy created in an elective office and the unexpired term exceeded six (6) months. Therefore, the remainder of the governing authority of the City of Waynesboro hereby enters upon the minutes an order for a special election to fill the vacancy and to fix the date upon which the election shall be held. All voted aye. Motion declared carried unanimously.

CITY TO CO-SPONSOR ANNUAL CHAMBER OF COMMERCE BANQUET

Motion was made by Alderman Wilson and duly seconded by Alderman Johnson 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 16, 2012 with the city providing the use of the facility. All voted aye. Motion declared carried unanimously.

CDBG REQUISITION NO. SIXTEEN (16) APPROVED REGARDING RUBBISH SITE PROJECT NO. R-110-380-10-GZ)

Motion was made by Alderman Gray and duly seconded by Alderman Wilson to approve payment of CDBG Requisition no. sixteen (16) regarding the Rubbish Site Project No. R-110-380-10-GZ. The total amount of said requisition is \$153,320.05, and is comprised of reimbursement to the City of Waynesboro for the amount of \$143,320.05 and an

invoice to Sample, Hicks, and Associates, Inc. for the amount of \$10,000.00. All voted aye. Motion declared carried unanimously.

DISCUSSION REGARDING STATUS OF CERTAIN SALARIED EMPLOYEES

After some discussion regarding the status of certain salaried employees, a motion was made by Alderman Gray that employees Steve Miller, Ray Polk, and Cecil Cooley be changed from salaried status to hourly status. Alderman Gray subsequently withdrew the motion, and no official action was taken regarding the matter.

RESOLUTION ADOPTED SUPPORTING THE PASSAGE OF BILL ALLOWING CITIZENS TO VOTE TO COME OUT FROM UNDER DRY LAW

Motion was made by Alderman Gray and duly seconded by Alderman Barnett to adopt a resolution supporting the passage of a bill allowing the citizens of the City of Waynesboro to vote to come out from under the Dry Law. The result of a roll call vote was as follows:

- Alderman Johnson -Aye
- Alderman Gray -Aye
- Alderman Wilson -Aye
- Alderman Barnett -Aye
- Alderman Ward 1 -Vacant

Motion declared carried unanimously.

BRIDGE AND WATSON’S LETTER OF AGREEMENT ACCEPTED FOR PERFORMANCE OF CONSULTING SERVICES REGARDING 2010 REDISTRICTING

Motion was made by Alderman Gray and duly seconded by Alderman Johnson to accept Bridge & Watson’s Letter of Agreement to perform consulting services in regards to the 2010 redistricting and to accept the proposed fee of \$3,000.00 as outlined in said agreement. All voted aye. Motion declared carried unanimously.

There being no further business at hand the meeting was adjourned.

**APPROVED BY ME THIS _____
DAY OF _____, 2011**

MAYOR

ATTEST:_____
CITY CLERK

**SPECIAL MEETING
JANUARY 10, 2012**

**MINUTES OF THE SPECIAL
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 special meeting on Tuesday, January 10, 2012 at 6:00 p.m. in the board room at city hall. The meeting was called to order by Mayor Joe Taylor. Alderman Johnny Gray rendered the invocation. Present were Mayor Joe Taylor; Aldermen Greg Johnson, Johnny Gray, Tammie Wilson, and Shane Barnett. Others present were City Clerk Sytrecia Hull, City Attorney John Gunn, Public Works Director Harvey Hull, Police Chief James Bunch, and Personnel Director Terri Seawright.

FAIR LABOR STANDARDS ACT (FLSA) RULES ADOPTED REGULATING OVERTIME FOR SALARIED EMPLOYEES

Motion was made by Alderman Johnson and duly seconded by Alderman Gray that the city adopt the Fair Labor Standards Act (FLSA) guidelines for paying overtime to salaried personnel as set out in said publication. Any and all overtime for salaried personnel classified as non-exempt must be approved by his or her supervisor. All voted aye. Motion declared carried unanimously.

CLAIMS DOCKET APPROVED

Upon motion of Alderman Gray and duly seconded by Alderman Wilson, the board voted unanimously to approve payment of Claims Docket #'s 42570 through 42613, Warrant #'s 40370 through 40396. All voted aye. Motion declared carried unanimously.

OPEN MEETING CLOSED TO DISCUSS NEED FOR EXECUTIVE SESSION

It was moved by Alderman Wilson and duly seconded by Alderman Barnett 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 Johnson	-Aye
Alderman Gray	-Aye
Alderman Wilson	-Aye
Alderman Barnett	-Aye

Motion declared carried unanimously.

After a brief discussion, it was determined that there was a need for an executive session. Therefore, a motion was made by Alderman Gray and duly seconded by Alderman Wilson to come out of the closed session and to notify the public of an executive session. Voting was as follows:

Alderman Johnson	-Aye
Alderman Gray	-Aye
Alderman Wilson	-Aye
Alderman Barnett	-Aye

Motion declared carried unanimously.

EXECUTIVE SESSION CALLED

At this time the Board reconvened into a public meeting. A motion was then made by Alderman Gray and duly seconded by Alderman Barnett to go into executive session to discuss the job performance of a member of the police department. Voting was as follows:

Alderman Johnson -Aye
Alderman Gray -Aye
Alderman Wilson -Aye
Alderman Barnett -Aye
Motion declared carried unanimously.

EXECUTIVE SESSION

The executive session was called to order by Mayor Taylor. Aldermen present were Greg Johnson, Johnny Gray, Tammie Wilson, and Shane Barnett. City Clerk Sytrecia Hull, City Attorney John Gunn, and Police Chief James Bunch were also present. During the executive session, there was a discussion regarding the job performance of a member of the police department. However, no action was taken.

At this time a motion was made by Alderman Wilson and duly seconded by Alderman Johnson to come out of executive session and to reconvene into a public meeting.

Voting was as follows:

Alderman Johnson -Aye
Alderman Gray -Aye
Alderman Wilson -Aye
Alderman Barnett -Aye
Motion declared carried unanimously.

PUBLIC MEETING RECONVENED

At this time the public meeting was reconvened with the clerk stating to the public that no action was taken during the executive session.

There being no further business at hand, the meeting was adjourned.

**APPROVED BY ME THIS _____
DAY OF _____, 2012**

MAYOR

ATTEST: _____
CITY CLERK

