

CITY OF WAYNESBORO BOARD AGENDA
REGULAR MEETING
NOVEMBER 3, 2015
6:00 P.M.

CALL MEETING TO ORDER.

- I. INVOCATION.
- II. ROLL CALL.
- III. DECISIONS
 - A. ADOPT AGENDA.
 - B. ADOPT MINUTES OF OCTOBER MEETING.
 - C. APPROVE CLAIMS DOCKET.
 - D. APPROVE TRAVEL
 - 1. City Officials to attend Mississippi Black Caucus of Local Elected Officials Conference January 10-11, 2016 in Jackson, MS.
 - 2. City Officials to attend 2016 MML Mid-Winter Legislative Conference January 12-14, 2016 in Jackson, MS.
 - 3. Chief Oscar Lewis and Asst. Chief Kennedy Meaders to attend Mississippi Municipal Service Company 2015 Educational Program November 19, 2015 in Hattiesburg, MS.
 - 4. Fire Chief Willard Crocker and Asst. Fire Chief Scott Bunch to attend Mississippi Fire Chief's Association January 19-21, 2016 in Jackson, MS.
 - 5. Fire Chief Willard Crocker, Rodney Parker, Ray Polk, Larry Rankin, Lavelle Franks, and Michael Haynes to attend Chemical Spill Response Training November 18, 2015 in Hattiesburg, MS.
 - E. JEFF LOWERY TO DISCUSS PROPERTY ON DYESS BRIDGE ROAD.
 - F. RETIREE SPENCER DAVIS TO DISCUSS PURCHASE OF HAND GUN.
 - G. SEAN DUNLAP TO DISCUSS ANNUAL CHRISTMAS PARADE ON SATURDAY, DECEMBER 5, 2015 AT 2:30 P.M.
 - H. PAULA DAVIS TO DISCUSS CONCERNS REGARDING VEHICLE ACCIDENT.
 - I. JACKIE KEYES TO DISCUSS DRAINAGE ON 505 WINTER STREET.
 - J. CONSIDER CONTRIBUTION TO WAYNE COUNTY HIGH SCHOOL COMPETITIVE CHEER SQUAD.
 - K. DISCUSS ANNUAL EMPLOYEE CHRISTMAS DINNER ON THURSDAY, DECEMBER 17, 2015 AT 12:00 P.M.
 - L. CONSIDER PAYMENT OF INVOICE NO. 1008 TO AEDD PLUS IN THE AMOUNT OF \$3,500.00 FOR SERVICES RENDERED IN REGARD TO THE DOWNTOWN WAYNESBORO DRAINAGE PROJECT.
 - M. CONSIDER PAYMENT OF APPLICATION NO. 4 TO WALKER CONSTRUCTION, LLC

IN THE AMOUNT OF \$102,539.20 FOR SERVICES RENDERED IN REGARD TO DOWNTOWN WAYNESBORO DRAINAGE PROJECT.

- N. CONSIDER PAYMENT OF INVOICE NO. 25 TO BELINDA STEWART ARCHITECTS, P.A. IN THE AMOUNT OF \$2,211.78 FOR SERVICES RENDERED IN REGARD TO THE MUSEUM PROJECT.
- O. CONSIDER PAYMENT OF INVOICE NO. 0075336 TO PICKERING FIRM, INC. IN THE AMOUNT OF \$2,186.10 FOR PROFESSIONAL SERVICES RENDERED IN REGARD TO DOWNTOWN WAYNESBORO DRAINAGE PROJECT.
- P. CONSIDER PAYMENT OF INVOICE NO. 0077649 TO PICKERING FIRM, INC. IN THE AMOUNT OF \$2,186.10 FOR PROFESSIONAL SERVICES RENDERED IN REGARD TO DOWNTOWN WAYNESBORO DRAINAGE PROJECT.
- Q. CONSIDER PAYMENT OF INVOICE NO. 18777 TO SHOWS, DEARMAN & WAITS, INC. IN THE AMOUNT OF \$10,239.63 FOR SERVICES RENDERED IN REGARD TO THE AIRPORT IMPROVEMENT PROJECT.
- R. CONSIDER PAYMENT OF INVOICE NO. 18759 TO SHOWS, DEARMAN & WAITS, INC. IN THE AMOUNT OF \$3,997.00 FOR SERVICES RENDERED IN REGARD TO CELL CLOSURE & OPENING NEW CELL AT NEW RUBBISH SITE.
- S. RODNEY PARKER TO DISCUSS SALARIES ON TREATMENT PLANT EMPLOYEES.
- T. CONSIDER DECLARING 1,300 OLD WATER METERS SURPLUS.
- U. CONSIDER REPLACING STREET LIGHT AT 910 BUSBY DRIVE WITH LED LIGHT.
- V. CONSIDER TRANSFER OF FUNDS FROM FIRE FUND TO WATER FUND.
- W. CONSIDER PURCHASE OF 270 WATER METERS & MISC. SUPPLIES IN THE AMOUNT OF \$47,430.00.
- X. CONSIDER BIDS FOR SOLID WASTE/DISPOSAL SERVICES.
- Y. DISCUSS WATER CUT OFF POLICY.
- Z. DISCUSS REPAIRS AT TREATMENT PLANT.
- AA. DISCUSS DOWNTOWN DRAINAGE PROJECT.
- BB. MICHAEL BRITTON TO PRESENT FY 2013 AUDIT.
- CC. CONSIDER PAYMENT OF INVOICE NO. 103015 TO BRITTON CPA, PLLC IN THE AMOUNT OF \$4,795.00 FOR SERVICES RENDERED IN REGARD TO FINAL AUDIT SERVICES BILLING FOR FYE 9-30-13.
- DD. CONSIDER BRITTON CPA, PLLC AUDIT PROPOSALS FOR FY 2014 AND FY 2015.
- EE. DISCUSS PUBLIC WORKS DIRECTOR POSITION.
- FF.. CONSIDER HIRING POLICE OFFICER.
- GG. CONSIDER HIRING POLICE INVESTIGATOR.

HH. PERSONNEL.

ADJOURN

**REGULAR MEETING
NOVEMBER 3, 2015**

**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, November 3, 2015 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 Johnny Gray, Tammie Wilson, Shane Barnett, and Tim Cochran. Others present were City Clerk Teresa Seawright, City Attorney Curtis Bates, Police Chief Oscar Lewis, Fire Chief Willard Crocker, Assistant Fire Chief Scott Bunch, Zoning Administrator Ken Roberts, Project Manager Joe Zaydel, and Treatment Plant Supervisor Rodney Parker. Alderman Mary Davis was absent. A representative of the local media was also in attendance, as well as citizens.

AGENDA ADOPTED

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

MINUTES ADOPTED

Motion was made by Alderman Barnett and duly seconded by Alderman Wilson that the minutes of the October 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 Cochran, the board voted unanimously to approve payment of the Claims Docket #'s 55129 through 55387, Warrant #'s 45953 through 46069. All voted aye. Motion declared carried unanimously.

TRAVEL APPROVED

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

- City Officials to attend Mississippi Black Caucus of Local Elected Officials Conference January 10-11, 2016 in Jackson, MS and that they are reimbursed for meals, mileage, lodging and all related expenses.
- City Officials to attend 2016 MML Mid-Winter Legislative Conference January 12-14, 2016 in Jackson, MS and that they are reimbursed for meals, mileage, lodging and all related expenses.
- Chief Oscar Lewis and Asst. Chief Kennedy Meaders to attend Mississippi Municipal Service Company 2015 Educational Program November 19, 2015 in Hattiesburg, MS and that they are reimbursed for meals, mileage, lodging and all related expenses.
- Fire Chief Willard Crocker and Asst. Fire Chief Scott Bunch to attend Mississippi Fire Chief's Association January 19-21, 2016 in Jackson, MS and that they are reimbursed for meals, mileage, lodging and all related expenses.
- Fire Chief Willard Crocker, Rodney Parker, Ray Polk, Larry Rankin, Lavelle Franks, and Michael Haynes to attend Chemical Spill Response Training November 18, 2015 in Hattiesburg, MS and that they are reimbursed for meals, mileage, lodging and all all related expenses.

TOMMY DICKERSON DISCUSSES PROPERTY ON DYESS BRIDGE ROAD

Tommy Dickerson was in attendance to discuss the infrastructure and the development of commercial property on Dyess Bridge Road owned by Jeff Lowery and his need to have water extended to the property for a potential business. After much discussion, the Board referred him to Hiwannee Water Association which provides service to that area. No action was taken.

REQUEST FROM FORMER EMPLOYEE DISCUSSED

There was discussion concerning the request of former retiree Police Officer Spencer Davis to purchase the service weapon that he used during his tenure with the City of Waynesboro. Chief Oscar Lewis informed the Board that the service weapon that Mr. Davis used during his tenure with the city had been replaced with newer weapons by the Police Department and that the older weapons were no longer in possession of the department. No action was taken.

25th ANNUAL CHRISTMAS PARADE TO BE HELD DECEMBER 5, 2015

Sean Dunlap, representing the Kiwanis Club was in attendance to inform the Mayor and Board that the 25th Annual Christmas Parade had been set for Saturday, December 5, 2015 at 2:30 p.m. Mr. Dunlap took this opportunity to invite the governing authorities to take part in this event. Alderman Mary Davis entered the meeting at this point and took part in discussion. Motion was made by Alderman Cochran and duly seconded by Alderman Barnett to authorize the event and to allow 4-wheelers to participate with proof of driver's license and wearing a helmet. All voted aye. Motion declared carried unanimously.

PAULA DAVIS EXPRESSES CONCERNS REGARDING VEHICLE ACCIDENT

Paula Davis was in attendance to express her concerns concerning a vehicle accident that her daughter was involved in on September 7, 2015 in which her daughter was seriously injured. Ms. Davis wanted to register complaints about how officers handled the situation and how there was erroneous information on the accident report. After hearing the concerns from Ms. Davis, no action was taken.

WINTER STREET DISCUSSED

Jackie Keyes was in attendance once again to discuss water drainage at 505 Winter Street. After much discussion regarding the different options which could be utilized to help fix the water drainage issue, the Board directed the Public Works Department to replace culvert in driveway, clean the ditch out and to do whatever was necessary to permanently correct the problem. No action was taken.

CONTRIBUTION TO WAYNE COUNTY HIGH SCHOOL COMPETITIVE CHEER SQUAD APPROVED

Motion was made by Alderman Davis and duly seconded by Alderman Wilson to approve contribution to the Wayne County High School Competitive Cheer Squad in the amount of \$300.00 to compete at the National High School Cheerleading Championship in Orlando, Florida. This action was taken after the Board made a finding that the donation would bring into favorable notice the opportunities, possibilities and resources of the City of Waynesboro. Alderman Tim Cochran recused himself. All voted aye. Motion declared carried unanimously.

ANNUAL EMPLOYEE CHRISTMAS LUNCH SET FOR DECEMBER 17, 2015

Motion was made by Alderman Wilson and duly seconded by Alderman Gray to approve the Annual Employee Christmas Lunch set for Thursday, December 17, 2015 beginning

at 12:00 p.m. at the Waynesboro City Auditorium. This event is sponsored by the Mayor and Board of Aldermen each year. All voted aye. Motion declared carried unanimously.

PAYMENT APPROVED TO AEDD PLUS IN REGARD TO DOWNTOWN WAYNESBORO DRAINAGE PROJECT (HAZARD MITIGATION GRANT)

Motion was made by Alderman Gray and duly seconded by Alderman Barnett to approve payment of Invoice No. 1008 to AEDD Plus in the amount of \$3,500.00 for services rendered in regard to the Downtown Waynesboro Drainage Project (Hazard Mitigation Grant). All voted aye. Motion declared carried unanimously.

PAYMENT APPROVED TO WALKER CONSTRUCTION, LLC IN REGARD TO DOWNTOWN WAYNESBORO DRAINAGE PROJECT (HAZARD MITIGATION GRANT)

Motion was made by Alderman Gray and duly seconded by Alderman Cochran to approve payment of Application No. 4 to Walker Construction, LLC in the amount of \$102,539.20 for services rendered in regard to the Downtown Waynesboro Drainage Project (Hazard Mitigation Grant) - Phase 2 Construction. All voted aye. Motion declared carried unanimously.

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

Motion was made by Alderman Cochran and duly seconded by Alderman Davis to approve payment of Invoice No. 25 to Belinda Stewart Architects, P.A. in the amount of \$2,211.78 for services rendered in regard to the proposed Museum Project. All voted aye. Motion declared carried unanimously.

PAYMENT APPROVED TO PICKERING FIRM, INC. IN REGARD TO DOWNTOWN WAYNESBORO DRAINAGE PROJECT (HAZARD MITIGATION GRANT)

Motion was made by Alderman Davis and duly seconded by Alderman Wilson to approve payment of Invoice No. 0075336 to Pickering Firm, Inc. in the amount of \$2,186.10 for services rendered in regard to the Downtown Waynesboro Drainage Project (Hazard Mitigation Grant). All voted aye. Motion declared carried unanimously.

PAYMENT APPROVED TO PICKERING FIRM, INC. IN REGARD TO DOWNTOWN WAYNESBORO DRAINAGE PROJECT (HAZARD MITIGATION GRANT)

Motion was made by Alderman Davis and duly seconded by Alderman Wilson to approve payment of Invoice No. 0077649 to Pickering Firm, Inc. in the amount of \$2,186.10 for services rendered in regard to the Downtown Waynesboro Drainage Project (Hazard Mitigation Grant). All voted aye. Motion declared carried unanimously.

PAYMENT APPROVED TO SHOWS, DEARMAN AND WAITS, INC. FOR SERVICES RENDERED REGARDING AIRPORT IMPROVEMENT PROJECT

Motion was made by Alderman Cochran and duly seconded by Alderman Barnett to approve payment of Invoice No. 18777 to Shows, Dearman, and Waits, Inc. in the amount of \$10,239.63 for services rendered in regard to the Airport Improvement Project. All voted aye. Motion declared carried unanimously.

PAYMENT APPROVED TO SHOWS, DEARMAN AND WAITS, INC. FOR SERVICES RENDERED REGARDING RUBBISH SITE

Motion was made by Alderman Gray and duly seconded by Alderman Barnett to approve

payment of Invoice No. 18759 to Shows, Dearman and Waits, Inc. in the amount of \$3,997.00 for professional services rendered at the New Rubbish Site for cell closure and opening of new cell. All voted aye. Motion declared carried unanimously.

SALARY ADJUSTMENTS APPROVED

Motion was made by Alderman Gray and duly seconded by Alderman Wilson to approve the proposed salary increases for the following employees effective immediately:

	<u>Current</u>	<u>Proposed</u>
Rodney Parker	1,095.16/week	1,117.06/week
Scott Parker	13.64/Hr.	15.64/Hr.
Jessie Herrington	12.00/Hr.	13.00/Hr.

All voted aye. Motion declared carried unanimously.

OLD WATER METERS DECLARED SURPLUS

Motion was made by Alderman Cochran and duly seconded by Alderman Wilson to approve 1,300 old water meters declared surplus and to authorize the disposal thereof as provided by state statute. All voted aye. Motion declared carried unanimously.

LED LIGHT APPROVED AT 910 BUSBY DRIVE

Motion was made by Alderman Wilson and duly seconded by Alderman Cochran to approve the upgrade of an existing street light at 910 Busby Drive to a 110 LED light. All voted aye. Motion declared carried unanimously.

RESOLUTION ADOPTED AUTHORIZING BORROWING OF MONEY FROM FIRE FUND ACCOUNT

In an effort to save on current expenses of the city, Mayor Johnson recommended that pursuant to Miss. Code Ann. Section 21-33-325, the Board authorize the borrowing of \$100,000.00 from the Fire Fund to the Water Operating and Maintenance Fund. Said monies borrowed from the Fire Fund shall be repaid back to the Fire Fund no later than March 15, 2016. Motion was made by Alderman Gray and duly seconded by Alderman Barnett to adopt a resolution to that effect. 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.

PURCHASE OF WATER METERS AND MISC SUPPLIES APPROVED

Motion was made by Alderman Barnett and duly seconded by Alderman Davis to approve the purchase of 270 Badger Automated Water Meters and miscellaneous supplies in the amount of \$47,430.00 from Central Pipe Supply, Inc. On June 4, 2015 Central Pipe Supply, Inc. was deemed sole and single source for the Badger Automated Meters for the City of Waynesboro. No other automated water meters will properly integrate with the city's water meter system. All voted aye. Motion declared carried unanimously.

PROPOSALS TABLED FOR SOLID WASTE COLLECTION/DISPOSAL SERVICES

Request for proposals were received. After a brief discussion, this item was tabled and taken under advisement until the next regular board meeting on December 1, 2015.

WATER CUT OFF POLICY DISCUSSED

After a brief discussion concerning the cut off policy for the Water Department, no action was taken.

REPAIRS AT TREATMENT PLANT DISCUSSED

After much discussion concerning the repairs at the Treatment Plant, the Board considered declaring the repairs an emergency but no action was taken.

CITY OF WAYNESBORO'S AUDITED FINANCIAL STATEMENT ACCEPTED

Michael Britton was in attendance and presented the city's FY 2012-13 audited financial statement. After Mr. Britton discussed the final report with the Mayor and Board of Aldermen, a motion was made by Alderman Barnett and duly seconded by Alderman Gray to accept the financial statement. All voted aye. Motion declared carried unanimously.

PAYMENT APPROVED TO BRITTON AND COMPANY, PLLC FOR FINAL AUDIT SERVICES BILLING FOR FY 2012-13

Motion was made by Alderman Davis and duly seconded by Alderman Cochran to approve payment of Invoice No. 103015 to Britton and Company, PLLC in the amount of \$4,795.00 for final billing of FY 2012-13 Audit Services. All voted aye. Motion declared carried unanimously.

AUDIT PROPOSAL OF CPA MICHAEL BRITTON ACCEPTED

CPA Michael Britton presented a proposal for the performance of the city's FYE 2014 audit at a cost of \$23,975.00. Progress invoices may be submitted to 80% of contract price with balance due upon presentation of final audit. Motion was made by Alderman Gray and duly seconded by Alderman Barnett to accept said proposal. All voted aye. Motion declared carried unanimously.

PUBLIC WORKS DIRECTOR POSITION DISCUSSED

There was much discussion concerning hiring a Public Works Director, but no official action was taken.

JADE A. ALBRITTON HIRED AS POLICE OFFICER

Motion was made by Alderman Cochran and duly seconded by Alderman Davis that Jade A. Albritton be hired to the position of a police officer at an hourly rate of \$14.00. Officer Albritton will be placed on one (1) year probation and hiring is contingent upon successful completion of her drug screen, background investigation, and physical exam. After completion of 90 days employment, the Board approved reimbursement to Officer Albritton for the cost of the pre-employment evaluation, pre-employment drug screen and physical exam. All voted aye. Motion declared carried unanimously.

VALEEKA NASH RECOMMENDED FOR HIRE AS POLICE INVESTIGATOR

Motion was made by Alderman Barnett and duly seconded by Alderman Cochran that Valeeka Nash be hired to the position of Detective with the Waynesboro Police Department. Voting was as follows:

Alderman Mary Davis	-Nay
Alderman Johnny Gray	-Nay
Alderman Tammie Wilson	-Nay
Alderman Shane Barnett	-Aye

Alderman Tim Cochran -Aye
 Motion failed due to not receiving a majority vote.

**CLOTHING ALLOWANCE FOR WAYNESBORO NARCOTICS DIVISION
 DISCUSSED**

There was discussion concerning the clothing allowance for the Waynesboro Narcotics Division but no action was taken.

**UPGRADE EXISTING STREET LIGHTS TO LED LIGHTS ON MISSISSIPPI
 DRIVE ACROSS ROAD FROM CED'S RIB SHACK APPROVED**

Motion was made by Alderman Davis and duly seconded by Alderman Gray to approve the upgrade of three (3) existing street lights on Mississippi Drive across the road from CED'S Rib Shack to 110 LED Lights. 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 a 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 notify the public of an executive session. 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.

EXECUTIVE SESSION CALLED

At this time the Mayor and Board reconvened into a public meeting. A motion was made by Alderman Wilson and duly seconded by Alderman Gray to go into executive session to discuss personnel matters related to job performance of a police officer and Agreement Regarding Vehicles with the Waynesboro Narcotics Division as prescribed in Miss. Code Ann. Section 25-41-7. Voting 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.

EXECUTIVE SESSION

The executive session was called to order by Mayor Richard Johnson. Aldermen present were Mary Davis, Johnny Gray, Tammie Wilson, Shane Barnett, and Tim Cochran. Others present were City Clerk Teresa Seawright, City Attorney Curtis Bates and Police Chief Oscar Lewis. There was discussion regarding personnel matters related to job performance of a police officer and Agreement Regarding Vehicles with the Waynesboro Narcotics Division pursuant to Miss. Code Ann. Section 25-41-7. However no action was taken.

At this time, a motion was made by Alderman Davis and duly seconded by Alderman Gray to come out of executive session and to reconvene into a public meeting. Voting was as follows:

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

PUBLIC MEETING RECONVENED

At this time the public meeting was reconvened with clerk stating to the public that there was discussion regarding personnel matters related to job performance of a police officer and Agreement Regarding Vehicles with the Waynesboro Narcotics Division pursuant to Miss. Code Ann. Section 25-41-7, but no action was taken.

PAYMENT APPROVED TO GREENE COUNTY BOARD OF SUPERVISORS

Motion was made by Alderman Davis and duly seconded by Alderman Gray to approve the payment of \$8,205.00 to Greene County Board of Supervisors in regard to the division of the vehicles which were utilized and/or purchased by or on behalf of the South Mississippi Narcotics Task Force based upon the value of the respective vehicles given to the respective entities hereto. All voted aye. Motion declared carried unanimously.

There being no further business at hand, motion was made by Alderman Wilson and duly seconded by Alderman Barnett and unanimously approved that the meeting be adjourned.

**APPROVED BY ME THIS _____
DAY OF _____, 2015**

MAYOR

ATTEST: _____
CITY CLERK