

**MINUTES OF THE REGULAR MEETING  
OF THE MAYOR AND BOARD OF ALDERMEN  
The City of Starkville, Mississippi  
July 7, 2015**

Be it remembered that the Mayor and Board of Alderman met in a Regular Meeting on July 7, 2015 at 5:30 p.m. in the Courtroom of City Hall, located at 101 E. Lampkin Street, Starkville, MS. Present were Mayor Parker Wiseman, Aldermen Ben Carver, Lisa Wynn, David Little, Jason Walker, Scott Maynard, Roy A. Perkins, and Henry Vaughn, Sr. Attending the Board were CAO/CFO Taylor V. Adams, City Clerk Lesa Hardin and Attorney Ronny Roberts of Mitchell McNutt and Sams.

Mayor Parker Wiseman opened the meeting with the Pledge of Allegiance followed by a moment of silence.

Mayor Parker Wiseman asked for any revisions to the Official Agenda.

**REQUESTED REVISIONS TO THE OFFICIAL AGENDA:**

**Alderman Maynard** requested the following changes to the published July 7, 2015 Official Agenda:

**Add Item X. D. to Agenda.** Discussion and consideration of a three year siren maintenance quote from Precision Communications, Inc.

**Add Item X. E. to Consent Agenda.** Consideration of Change Order #1 and Change Order #2 for Brislin, Inc's Contract, which is constructing water, wastewater and storm drainage for the Mill at MSU project with any additional funding to be provided by Project Developer, Mark Castleberry.

**Alderman Little** requested a Public Hearing be held on Consent Item XI. B. 2. D.:

**Item XI.B.2.D. Public Hearing.** Request approval of the One Lot Freddie Milons, Jr. subdivision with condition.

Buddy Sanders presented the conditional use request. Freddie Milons, Jr. requested the creation of a residential lot of 1.21 acres on a private drive, Treasure Lane, for the placement of a traditional home. The Mayor then opened the floor for citizen comments.

Additional discussion and questions from Aldermen followed. Mayor Wiseman then called for additional comments. There being none, the Mayor closed the Public Hearing.

The Mayor asked for further revisions to the published July 7, 2015 Official Agenda. No further revisions were requested.

**1. A MOTION TO APPROVE THE OFFICIAL AGENDA.**

Upon the motion of Alderman David Little, duly seconded by Alderman Lisa Wynn, to approve the July 7, 2015 Official Agenda with items listed as consent, the Board voted as follows to approve the motion:

Alderman Ben Carver	Voted: Yea
Alderman Lisa Wynn	Voted: Yea
Alderman David Little	Voted: Yea
Alderman Jason Walker	Voted: Yea

Alderman Scott Maynard Voted: Yea  
Alderman Roy A'. Perkins Voted: Yea  
Alderman Henry Vaughn, Sr. Voted: Yea

Having received a majority affirmative vote, the Mayor declared the motion carried.

**OFFICIAL AGENDA**  
**THE MAYOR AND BOARD OF ALDERMEN**  
**OF THE**  
**CITY OF STARKVILLE, MISSISSIPPI**

REGULAR MEETING OF TUESDAY, JULY 7, 2015  
5:30 P.M., COURT ROOM, CITY HALL  
101 EAST LAMPKIN STREET

PROPOSED CONSENT AGENDA ITEMS ARE HIGHLIGHTED AND PROVIDED AS  
APPENDIX A ATTACHED

- I. **CALL THE MEETING TO ORDER**
- II. **PLEDGE OF ALLEGIANCE AND A MOMENT OF SILENCE**
- III. **APPROVAL OF THE OFFICIAL AGENDA**
  - A. **APPROVAL OF THE CONSENT AGENDA.**

IV. **APPROVAL OF BOARD OF ALDERMEN MINUTES**

**CONSIDERATION OF THE MINUTES OF THE JUNE 2, 2015 MEETING OF THE MAYOR AND BOARD OF ALDERMEN OF THE CITY OF STARKVILLE, MS INCORPORATING ANY AND ALL CHANGES RECOMMENDED BY THE CITY ATTORNEY.**

V. **ANNOUNCEMENTS AND COMMENTS**

- A. MAYOR'S COMMENTS:
  - NEW EMPLOYEE INTRODUCTIONS:

Sanitation:  
Mary Brooks—Driver  
Ellic Lucious—Operator  
Chad Rice—Laborer  
Dennis Ware—Laborer

Fire:  
Johnathan Cain—Firefighter  
Christopher Keys—Firefighter  
Michael Morrow—Firefighter  
Brent Wilemon—Firefighter

Police:  
Kadon Adams—Police Officer

B. BOARD OF ALDERMEN COMMENTS:

**VI. CITIZEN COMMENTS**

**VII. PUBLIC APPEARANCES**

**VIII. PUBLIC HEARING**

A PUBLIC HEARING ON THE ONE LOT FREDDIE MILONS, JR.  
SUBDIVISION WITH CONDITION.

A PUBLIC HEARING ON THE JEREMY TABOR REZONING FROM R-1  
TO R-3 WITH CONDITIONS.

A PUBLIC HEARING ON THE MICHAEL AND GAYLE KRACKER  
REZONING OF 2.1+/- ACRES FROM R-1/C-1 TO B-1.

**IX. MAYOR'S BUSINESS**

**X. BOARD BUSINESS**

A. DISCUSSION AND CONSIDERATION AND SETTING OF DATES  
AND TIMES FOR BUDGET COMMITTEE MEETINGS FOR THE  
MAYOR AND BOARD OF ALDERMEN.

B. DISCUSSION AND CONSIDERATION OF PROPOSAL  
SUBMISSIONS RELATED TO BENEFIT ADMINISTRATION FOR  
THE CITY OF STARKVILLE.

C. DISCUSSION AND CONSIDERATION OF OUTSIDE  
CONTRIBUTION REQUESTS FOR FISCAL YEAR 2016

D. DISCUSSION AND CONSIDERATION OF A THREE YEAR SIREN  
MAINTENANCE QUOTE FROM PRECISION COMMUNICATIONS,  
INC.

E. **CONSIDERATION OF CHANGE ORDER #1 AND CHANGE ORDER  
#2 FOR BRISLIN, INC'S CONTRACT, WHICH IS CONSTRUCTING  
WATER, WASTEWATER AND STORM DRAINAGE FOR THE  
MILL AT MSU PROJECT WITH ANY ADDITIONAL FUNDING TO  
BE PROVIDED BY PROJECT DEVELOPER, MARK CASTLEBERRY**

**XI. DEPARTMENT BUSINESS**

A. AIRPORT

*THERE ARE NO ITEMS FOR THIS AGENDA*

B. COMMUNITY DEVELOPMENT DEPARTMENT

1. CODE ENFORCEMENT

*THERE ARE NO ITEMS FOR THIS AGENDA*

2. PLANNING

- A. REQUEST APPROVAL OF TRAVEL FOR DANIEL HAVELIN TO ATTEND THE MISSISSIPPI URBAN FORESTRY AND GREEN INFRASTRUCTURE CONFERENCE IN GULFPORT, MS WITH COSTS NOT TO EXCEED \$600.00.
- B. REQUEST APPROVAL OF TRAVEL FOR BILL JELLISON TO ATTEND THE INTERNATIONAL CODE COUNCIL'S RESIDENTIAL INSPECTION INSTITUTE 2012 I-CODES TRAINING IN ATLANTA, GA WITH COSTS NOT TO EXCEED \$2,000.00.
- C. REQUEST APPROVAL OF THE PURCHASE OF THREE TRASH RECEPTACLES AND PLACEMENT OF ONE TRASH RECEPTACLE AT THE SOUTHWEST INTERSECTION OF DR. MARTIN LUTHER KING, JR DRIVE AND DR. D. L. CONNER DRIVE WITH COSTS NOT TO EXCEED \$1,909.00.
- D. REQUEST APPROVAL OF THE ONE LOT FREDDIE MILONS, JR. SUBDIVISION WITH CONDITION.
- E. REQUEST APPROVAL OF THE JEREMY TABOR REZONING FROM R-1 TO R-3 WITH CONDITIONS.
- F. REQUEST APPROVAL OF THE MICHAEL AND GAYLE KRACKER REZONING OF 2.1+/- ACRES FROM R-1/C-1 TO B-1.
- G. REQUEST APPROVAL OF THE STARKVILLE COMMUNITY DAY 2015 EVENT JULY 18, 2015 AND IN KIND SERVICES WITH CONDITION.

C. COURTS

*THERE ARE NO ITEMS FOR THIS AGENDA*

D. ENGINEERING

- 1. REQUEST APPROVAL TO ACTIVATE THE BULLYVARD TRANSPORTATION STUDY, AUTHORIZE THE MAYOR AND CITY ENGINEER TO SIGN ANY PROJECT ACTIVATION DOCUMENTS AS REQUIRED BY MDOT PROJECT DEVELOPMENT MANUAL AND

AUTHORIZE THE MAYOR TO SIGN A MEMORANDUM OF UNDERSTANDING WITH MDOT FOR THIS PROJECT.

2. REQUEST AUTHORIZATION FOR GREG WALL OF HELENA CHEMICAL, THE LOW QUOTE, TO PROCEED WITH A SINGLE DITCH SPRAYING AND MAINTENANCE TREATMENT FOR 2015 IN AN AMOUNT OF \$9,690.00.
3. REQUEST APPROVAL TO ACCEPT THE QUOTE FROM HESTER CONSTRUCTION TO INSTALL A SIDEWALK ALONG HIGHWAY 182 FROM OLD WEST POINT ROAD HEADING EAST AS AN EXTENSION OF THE HWY 182 PEDESTRIAN IMPROVEMENT PROJECT IN AN AMOUNT OF \$6,198.75.
4. REQUEST APPROVAL FOR EDWARD KEMP TO ATTEND THE BROWNFIELD COMMUNITY INVOLVEMENT WORKSHOP IN ATLANTA WHICH IS 100% REIMBURSABLE BY THE BROWNFIELD GRANT AUGUST 4 THOROUGH 6, 2015 WITH ADVANCE TRAVEL REQUESTED.
5. REQUEST APPROVAL OF VOLKERT ENGINEERING FOR ENGINEERING SERVICES AS PART OF THE LOUISVILLE STREET TAP PROJECT AND AUTHORIZATION FOR THE MAYOR TO EXECUTE THE CONTRACT AND RELATED PAPERWORK IN ACCORDANCE WITH THE MDOT LPA MANUAL AND THE MDOT SMALL PURCHASES CONTRACT PROCEDURE.
6. REQUEST APPROVAL OF PURCHASE OF FORD F-350 CAB AND CHASSIS OFF OF STATE CONTRACT TO REPLACE A 1999 MODEL DUMP TRUCK IN THE STREET DEPARTMENT.
7. REQUEST APPROVAL TO ACCEPT THE QUOTE FROM GROUNDSTONE CONSTRUCTION TO INSTALL NORTH NASH TRAFFIC CALMING PROJECT IN AN AMOUNT OF \$26,484.40.

#### E. FINANCE AND ADMINISTRATION

1. REQUEST APPROVAL OF THE CITY OF STARKVILLE CLAIMS DOCKET FOR ALL DEPARTMENTS INCLUDING STARKVILLE ELECTRIC DEPARTMENT AS OF JULY 2, 2015 FOR FISCAL YEAR ENDING 9/30/15.

#### F. FIRE DEPARTMENT

1. REQUEST APPROVAL TO ALLOW FIRE MARSHAL MARK MCCURDY TO ATTEND A FIRE INVESTIGATOR CONFERENCE AT DELTA STATE UNIVERSITY IN CLEVELAND, MS ON JULY 22 THROUGH 23, 2015, WITH ADVANCE TRAVEL NOT TO EXCEED \$250.00.

2. REQUEST APPROVAL TO ADOPT CHANGES TO THE FIRE DEPARTMENT RUN-LATE AND FAILURE TO SHOW POLICIES AND TO UPDATE THE POLICY MANUAL ACCORDINGLY.

#### G. INFORMATION TECHNOLOGY

*THERE ARE NO ITEMS FOR THIS AGENDA*

#### H. PARKS

*THERE ARE NO ITEMS FOR THIS AGENDA*

#### I. PERSONNEL

1. REQUEST AUTHORIZATION TO PROMOTE LATOYA BROWN TO FILL THE VACANT POSITION OF AUTOMOTIVE & EQUIPMENT SERVICES TECHNICIAN.
2. REQUEST AUTHORIZATION TO HIRE BILLYE ASHERBRANNER TO FILL THE VACANT POSITION OF EXECUTIVE ADMINISTRATIVE ASSISTANT IN THE UTILITIES DEPARTMENT.
3. REQUEST AUTHORIZATION TO ADVERTISE TO FILL A VACANT POSITION OF RADIO OPERATOR/RECORDS CLERK IN THE POLICE DEPARTMENT.
4. REQUEST AUTHORIZATION TO ADVERTISE TO FILL VACANT POSITIONS OF MAINTENANCE WORKER IN THE STREET DEPARTMENT.
5. REQUEST AUTHORIZATION TO ADVERTISE TO FILL A VACANT POSITION OF SECRETARY IN THE ENGINEERING/STREET DEPARTMENT.
6. REQUEST AUTHORIZATION TO HIRE UP TO THREE (3) TEMPORARY EMPLOYEES TO FILL POSITIONS OF LABORER IN THE SANITATION /ENVIRONMENTAL SERVICES DEPARTMENT DUE TO MEDICAL LEAVE OF REGULAR EMPLOYEES.
7. REQUEST AUTHORIZATION FOR THE UTILITIES DIVISION TO CONTINUE THE AGREEMENT WITH EMCC REGARDING UTILIZATION OF INTERNS THROUGH THE "MAKE IT IN AMERICA GRANT" PROGRAM.

#### J. POLICE DEPARTMENT

1. REQUEST APPROVAL OF ALLOWING CHIEF FRANK NICHOLS TO

TRAVEL TO HATTIESBURG, MS. THE ONLY COST OF THIS TRIP WILL BE GAS AND A CAR.

2. REQUEST APPROVAL OF ALLOWING CPL. CHARLIE JONES AND OFFICER TAYLOR WELLS TO ATTEND AN ADVANCED HIGH RISK PLANNING AND ENTRY CLASS ON JULY 20-24, 2015 AT RCTA IN MERIDIAN, MS. THE ONLY COST TO THE CITY WILL BE GAS AND A CAR.
3. REQUEST APPROVAL TO ALLOW ASSISTANT CHIEF JOHN C. THOMAS TO ATTEND THE 2015 FBINAA SUMMER CONFERENCE ON AUGUST 3-6, 2015, IN GULFPORT, MS. WITH ADVANCED TRAVEL AUTHORIZED.” TRAVEL WILL NOT EXCEED \$709.00.
4. REQUEST APPROVAL OF ALLOWING OFFICER HUNTER BROWN, CPL. CHRIS JACKSON, OFFICER ANTOINE GOLDEN, OFFICER TYLER DAVIS, OFFICER CRYSTAL HACKETT-MYERS, CPL. STEPHANIE PERKINS, TO ATTEND THE 2015 LAWFIT CHALLENGE, IN OLIVE BRANCH, MS., JULY 16-18, 2015, “WITH ADVANCE TRAVEL AUTHORIZED NOT TO EXCEED \$2,500.00.
5. REQUEST APPROVAL TO ACCEPT A FORFEITED 2006 DODGE CHARGER IN THE POLICE DEPARTMENT AND TO ADD THE VEHICLE TO THE FIXED ASSET LIST UPON RECEIPT OF A TITLE.
6. REQUEST APPROVAL TO ALLOW SHAWN WORD, TAYLOR WELLS AND ANDY ROUND TO TRAVEL TO BILOXI, MS FOR THE 3<sup>RD</sup> ANNUAL STARS CONFERENCE. THIS IS 100% REIMBURSABLE THROUGH THE DUI GRANT FROM THE OFFICE OF HIGHWAY SAFETY, WITH ADVANCE TRAVEL APPROVED.

#### K. SANITATION DEPARTMENT

1. REQUEST APPROVAL TO AUTHORIZE MAYOR WISEMAN TO SIGN A DEPARTMENT OF ENVIRONMENTAL QUALITY (DEQ) SOLID WASTE ASSISTANCE GRANT IN THE AMOUNT OF \$25,000, TO BE USED FOR THE CITY’S RECYCLING PROGRAM.

#### L. UTILITIES DEPARTMENT

1. REQUEST AUTHORIZATION FOR STARKVILLE UTILITIES TO PURCHASE ESRI SOFTWARE IN ACCORDANCE WITH THE MISSISSIPPI DEPARTMENT OF INFORMATION TECHNOLOGY SERVICES MEMORANDUM DATED JUNE 9, 2015.
2. REQUEST AUTHORIZATION FOR STARKVILLE ELECTRIC DEPARTMENT TO DECLARE ITEMS AS SURPLUS PROPERTY, ADVERTISE FOR SALE, AND SELL TO THE HIGHEST BIDDER.
3. REQUEST APPROVAL TO ISSUE A NOTICE TO PROCEED TO

**DUKES ROOT CONTROL, INC, THE SUBMITTER OF THE LOWEST QUOTE, FOR ANNUAL SEWER LINE MAINTENANCE**

4. **REQUEST APPROVAL TO ISSUE A NOTICE TO PROCEED TO CONTROL SYSTEMS, INC, A SOLE SOURCE, TO INSTALL TWO REMOTE TERMINAL UNITS AT BOOSTER STATION #2.**

**XII. CLOSED DETERMINATION SESSION**

**XIII. OPEN SESSION**

**XIV. EXECUTIVE SESSION**

A. PERSONNEL

B. POTENTIAL LITIGATION

**XV. OPEN SESSION**

**XVI. RECESS UNTIL JULY 21, 2015 @ 5:30 IN THE COURT ROOM AT CITY HALL LOCATED AT 101 EAST LAMPKIN STREET.**

*The City of Starkville is accessible to persons with disabilities. Please call the ADA Coordinator, Joyner Williams, at (662) 323-2525, ext. 121 at least forty-eight (48) hours in advance for any services requested.*

## **APPENDIX A CONSENT AGENDA**

**I. CALL THE MEETING TO ORDER**

**II. PLEDGE OF ALLEGIANCE AND A MOMENT OF SILENCE**

**III. APPROVAL OF THE OFFICIAL AGENDA**

**APPROVAL OF THE CONSENT AGENDA.**

**IV. APPROVAL OF BOARD OF ALDERMEN MINUTES**

**CONSIDERATION OF THE MINUTES OF THE JUNE 2, 2015 MEETING OF THE MAYOR AND BOARD OF ALDERMEN OF THE CITY OF STARKVILLE, MS INCORPORATING ANY AND ALL CHANGES RECOMMENDED BY THE CITY ATTORNEY.**

**V. ANNOUNCEMENTS AND COMMENTS**

- A. MAYOR'S COMMENTS: NEW EMPLOYEE INTRODUCTIONS
- B. BOARD OF ALDERMEN COMMENTS:

**VI. CITIZEN COMMENTS**

**VII. PUBLIC APPEARANCES**

**VIII. PUBLIC HEARING**

**IX. MAYOR'S BUSINESS**

**X. BOARD BUSINESS**

- E. CONSIDERATION OF CHANGE ORDER #1 AND CHANGE ORDER #2 FOR BRISLIN, INC'S CONTRACT, WHICH IS CONSTRUCTING WATER, WASTEWATER AND STORM DRAINAGE FOR THE MILL AT MSU PROJECT WITH ANY ADDITIONAL FUNDING TO BE PROVIDED BY PROJECT DEVELOPER, MARK CASTLEBERRY.

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4. REQUEST APPROVAL TO ISSUE A NOTICE TO PROCEED TO CONTROL SYSTEMS, INC, A SOLE SOURCE, TO INSTALL TWO

**REMOTE TERMINAL UNITS AT BOOSTER STATION #2.**

**CONSENT ITEMS 2- 35:**

**2. CONSIDERATION OF THE MINUTES OF THE JUNE 2, 2015 MEETING OF THE MAYOR AND BOARD OF ALDERMEN OF THE CITY OF STARKVILLE, MS INCORPORATING ANY AND ALL CHANGES RECOMMENDED BY THE CITY ATTORNEY**

Upon the motion of Alderman Little, duly seconded by Alderman Wynn and adopted by the Board to approve the July 7, 2015 Official Agenda, and to accept items for Consent, whereby the " Consideration of the minutes of the June 2, 2015 meeting of the Mayor and Board of Aldermen of the City of Starkville, MS incorporating any and all changes recommended by the City Attorney" is enumerated, this consent item is thereby approved.

**3. CONSIDERATION OF CHANGE ORDER #1 AND CHANGE ORDER #2 FOR BRISLIN, INC'S CONTRACT, WHICH IS CONSTRUCTING WATER, WASTEWATER AND STORM DRAINAGE FOR THE MILL AT MSU PROJECT WITH ANY ADDITIONAL FUNDING TO BE PROVIDED BY PROJECT DEVELOPER, MARK CASTLEBERRY.**

Upon the motion of Alderman Little, duly seconded by Alderman Wynn and adopted by the Board to approve the July 7, 2015 Official Agenda, and to accept items for Consent, whereby the "approval of change order #1 and change order #2 for Brislin Inc's contract, which is constructing water, wastewater and storm drainage for The Mill at MSU Project with any additional funding to be provided by the project developer, Mark Castleberry" is enumerated, this consent item is thereby approved.

Brislin, Inc.'s Change Order #1-Revision #1 which will install changes in water piping at Mill Street and relocate water piping under Street 'A'; furnish and install storm drain alternate #3.

Brislin, Inc.'s Change Order #2-Revision #2 which will install additional storm drainage inlets, sock pipe and gutter leaders per SE Cooley; add two (2) storm drainage structures to allow change in direction due to offsetting of piping around existing electrical utility.

**4. REQUEST APPROVAL OF TRAVEL FOR DANIEL HAVELIN TO ATTEND THE MISSISSIPPI URBAN FORESTRY AND GREEN INFRASTRUCTURE CONFERENCE IN GULFPORT, MS WITH COSTS NOT TO EXCEED \$600.00.**

Upon the motion of Alderman Little, duly seconded by Alderman Wynn and adopted by the Board to approve the July 7, 2015 Official Agenda, and to accept items for Consent, whereby the "approval of travel for Daniel Havelin to attend the Mississippi Urban Forestry and Green Infrastructure Conference in Gulfport, MS with costs not to exceed \$600.00 August 20, 2015 – August 21, 2015" is enumerated, this consent item is thereby approved.

**5. CONSIDERATION OF TRAVEL FOR BILL JELLISON TO ATTEND THE INTERNATIONAL CODE COUNCIL'S RESIDENTIAL INSPECTION INSTITUTE 2012 I-CODES TRAINING IN ATLANTA, GA WITH COSTS NOT TO EXCEED \$2,000.00.**

Upon the motion of Alderman Little, duly seconded by Alderman Wynn and adopted by the Board to approve the July 7, 2015 Official Agenda, and to accept items for Consent, whereby the " approval of

travel for Bill Jellison to attend the International Code Council's Residential Inspection Institutes 2012 I-Codes Training in Atlanta, GA with costs not to exceed \$2,000.00 September 13, 2015 to September 19, 2015" is enumerated, this consent item is thereby approved.

**6. REQUEST APPROVAL OF THE PURCHASE OF THREE TRASH RECEPTACLES AND PLACEMENT OF ONE TRASH RECEPTACLE AT THE SOUTHWEST INTERSECTION OF DR. MARTIN LUTHER KING, JR DRIVE AND DR. D. L. CONNER DRIVE WITH COSTS NOT TO EXCEED \$1,909.00.**

Upon the motion of Alderman Little, duly seconded by Alderman Wynn and adopted by the Board to approve the July 7, 2015 Official Agenda, and to accept items for Consent, whereby the "approval of the purchase of three trash receptacles and placement of one trash receptacle a the Southwest intersection of Dr. Martin Luther King, Jr. Drive and Dr. D.L. Conner Drive with costs not to exceed \$1,909.00" is enumerated, this consent item is thereby approved.

**7. CONSIDERATION OF APPROVAL OF THE ONE LOT FREDDIE MILONS, JR. SUBDIVISION WITH CONDITION.**

Upon the motion of Alderman Little, duly seconded by Alderman Wynn and adopted by the Board to approve the July 7, 2015 Official Agenda, and to accept items for Consent, whereby the " approval of the one lot Freddie Milons, Jr. subdivision with the condition that if connection to City sanitary sewer cannot be made, approval and inspection of septic system from the Mississippi State Department of Health is required before a Certificate of Occupancy is issued for any residential structure" is enumerated, this consent item is thereby approved.

**8. REQUEST APPROVAL OF THE STARKVILLE COMMUNITY DAY 2015 EVENT JULY 18, 2015 AND IN KIND SERVICES WITH CONDITION.**

Upon the motion of Alderman Little, duly seconded by Alderman Wynn and adopted by the Board to approve the July 7, 2015 Official Agenda, and to accept items for Consent, whereby the "approval of the Starkville Community Day 2015 event July 18, 2015 and in kind services with the condition that proof of insurance be provided no later than Tuesday, July 14, 2015" is enumerated, this consent item is thereby approved.

**9. REQUEST APPROVAL TO ACTIVATE THE BULLYVARD TRANSPORTATION STUDY, AUTHORIZE THE MAYOR AND CITY ENGINEER TO SIGN ANY PROJECT ACTIVATION DOCUMENTS AS REQUIRED BY MDOT PROJECT DEVELOPMENT MANUAL AND AUTHORIZE THE MAYOR TO SIGN A MEMORANDUM OF UNDERSTANDING WITH MDOT FOR THIS PROJECT.**

Upon the motion of Alderman Little, duly seconded by Alderman Wynn and adopted by the Board to approve the July 7, 2015 Official Agenda, and to accept items for Consent, whereby the " approval to activate the Bullyvard Transportation Study, authorize the Mayor and City Engineer to sign any project activation documents as required by MDOT Project Development manual and authorize the Mayor to sign a memorandum of understanding with MDOT for this project" is enumerated, this consent item is thereby approved.

**10. REQUEST AUTHORIZATION FOR GREG WALL OF HELENA CHEMICAL, THE LOW QUOTE, TO PROCEED WITH A SINGLE DITCH SPRAYING AND MAINTENANCE TREATMENT FOR 2015 IN AN AMOUNT OF \$9,690.00.**

Upon the motion of Alderman Little, duly seconded by Alderman Wynn and adopted by the Board to

approve the July 7, 2015 Official Agenda, and to accept items for Consent, whereby the " authorization for Greg Wall of Helena Chemical, the low quote, to proceed with a single ditch spraying and maintenance treatment for 2015 in an amount of \$9,690.00" is enumerated, this consent item is thereby approved. A RFP was prepared for ditch spraying for the City maintained primary drainage-ways throughout the City in 2014. In that RFP, it specified that the submitted quotes would be in effect for three years. During that advertisement, we received two quotes with Mr. Greg Wall of Helena Chemical being the low quote.

**11. REQUEST APPROVAL TO ACCEPT THE QUOTE FROM HESTER CONSTRUCTION TO INSTALL A SIDEWALK ALONG HIGHWAY 182 FROM OLD WEST POINT ROAD HEADING EAST AS AN EXTENSION OF THE HWY 182 PEDESTRIAN IMPROVEMENT PROJECT IN AN AMOUNT OF \$6,198.75.**

Upon the motion of Alderman Little, duly seconded by Alderman Wynn and adopted by the Board to approve the July 7, 2015 Official Agenda, and to accept items for Consent, whereby the " approval to accept the quote from Hester Construction to install a sidewalk along highway 182 from Old West Point Road heading east as an extension of the highway 182 Pedestrian Improvement Project in an amount of \$6,198.75" is enumerated, this consent item is thereby approved.

We received two quotes for a 5' concrete sidewalk and ADA ramp:  
Hester Construction: \$6,198.75 and Groundstone Construction: \$11,745.00

**12. REQUEST APPROVAL FOR EDWARD KEMP TO ATTEND THE BROWNFIELD COMMUNITY INVOLVEMENT WORKSHOP IN ATLANTA WHICH IS 100% REIMBURSABLE BY THE BROWNFIELD GRANT AUGUST 4 THOROUGH 6, 2015 WITH ADVANCE TRAVEL REQUESTED.**

Upon the motion of Alderman Little, duly seconded by Alderman Wynn and adopted by the Board to approve the July 7, 2015 Official Agenda, and to accept items for Consent, whereby the " approval for Edward Kemp to attend the Brownfield Community Involvement Workshop in Atlanta which is 100% reimbursable by the Brownfield Grant August 4 through 6, 2015 with advance travel requested" is enumerated, this consent item is thereby approved.

**13. REQUEST APPROVAL OF VOLKERT ENGINEERING FOR ENGINEERING SERVICES AS PART OF THE LOUISVILLE STREET TAP PROJECT AND AUTHORIZATION FOR THE MAYOR TO EXECUTE THE CONTRACT AND RELATED PAPERWORK IN ACCORDANCE WITH THE MDOT LPA MANUAL AND THE MDOT SMALL PURCHASES CONTRACT PROCEDURE.**

Upon the motion of Alderman Little, duly seconded by Alderman Wynn and adopted by the Board to approve the July 7, 2015 Official Agenda, and to accept items for Consent, whereby the "approval of Volkert Engineering for engineering services as a part of the Louisville Street Tap Project and authorization for the Mayor to execute the contract and related paperwork in the accordance with the DMOT LPA manual and the MDOT small purchases contract procedure" is enumerated, this consent item is thereby approved.

The City received a TAP grant for a multi-use path to extend on Louisville Street from Lynn Lane to Emerson School. The City has previously activated the project and approved a MOU with MDOT. The next step in the process is to approve a consultant to begin the surveying, design, and construction plans per MDOT procedures.

**14. REQUEST APPROVAL OF PURCHASE OF FORD F-350 CAB AND CHASSIS OFF OF**

## **STATE CONTRACT TO REPLACE A 1999 MODEL DUMP TRUCK IN THE STREET DEPARTMENT.**

Upon the motion of Alderman Little, duly seconded by Alderman Wynn and adopted by the Board to approve the July 7, 2015 Official Agenda, and to accept items for Consent, whereby the " approval of purchase of ford F-350 cab and chassis on state contract to replace a 1999 model dump truck in the Street Department" is enumerated, this consent item is thereby approved. The vehicle is listed at \$22,768 on state contract 8200014506.

## **15. REQUEST APPROVAL TO ACCEPT THE QUOTE FROM GROUNDSTONE CONSTRUCTION TO INSTALL NORTH NASH TRAFFIC CALMING PROJECT IN AN AMOUNT OF \$26,484.40.**

Upon the motion of Alderman Little, duly seconded by Alderman Wynn and adopted by the Board to approve the July 7, 2015 Official Agenda, and to accept items for Consent, whereby the " approval to accept the quote from Groundstone Construction to install North Nash Traffic Calming Project in an amount of \$26,484.40" is enumerated, this consent item is thereby approved.

The City solicited quotes from concrete contractors to construct the first phase of this project which includes the concrete curbing. Future phases will include landscaping in the islands as well as traffic striping.

Initially, we received three quotes. The Contractor who initially submitted lowest quote has decided not to pursue the project. The remaining two quotes are:

Groundstone Construction \$24,484.40

Hester Construction: \$27,330.00

## **16. REQUEST APPROVAL TO ALLOW FIRE MARSHAL MARK MCCURDY TO ATTEND A FIRE INVESTIGATOR CONFERENCE AT DELTA STATE UNIVERSITY IN CLEVELAND, MS ON JULY 22 THROUGH 23, 2015, WITH ADVANCE TRAVEL NOT TO EXCEED \$250.00.**

Upon the motion of Alderman Little, duly seconded by Alderman Wynn and adopted by the Board to approve the July 7, 2015 Official Agenda, and to accept items for Consent, whereby the "approval to allow Fire Marshall Mark McCurdy to attend a fire investigator conference at Delta State University in Cleveland, MS on July 22 through 23, 2015, with advance travel not to exceed \$250.00" is enumerated, this consent item is thereby approved.

## **17. REQUEST APPROVAL TO ADOPT CHANGES TO THE FIRE DEPARTMENT RUN-LATE AND FAILURE TO SHOW POLICIES AND TO UPDATE THE POLICY MANUAL ACCORDINGLY.**

Upon the motion of Alderman Little, duly seconded by Alderman Wynn and adopted by the Board to approve the July 7, 2015 Official Agenda, and to accept items for Consent, whereby the "approval to adopt changes to the Fire Department run-late and failure to show policies and to update the policy manual accordingly" is enumerated, this consent item is thereby approved.

### **Changes to Starkville Fire Department Personnel Policies Manual:**

#### **3.200 Administration of Disciplinary Actions**

It will be the duty of the Fire Chief and/or Battalion Chief and/or Company Officers to document or have documented employee misconduct.

Disciplinary actions will take the form of the following:

Counseling Session: To be used in a situation when an employee has performed less than the standard that has been set. The officer, battalion chief, or fire chief shall counsel the employee on what has occurred and the corrective measures that need to be taken. This counseling session shall be documented and discussed with the Fire Chief.

Verbal Warning: To be used in a situation when an employee has performed less than the standard or has had a counseling session and has continued to perform without exercising the corrective measures as counseled. The Verbal Warning will be documented on an official warning form and will be kept in the employee's personnel file for twelve months. After the second verbal warning of any infraction in a twelve month period the employee will receive a written warning.

Written Warning: To be used when an employee is charged with failure to show or is charged with any of the violations as listed in the city's personnel manual under discipline. The written warning will remain in the personnel file permanently; however, they will impact employment decisions only if they are less than twelve months old or reflect repetitive misbehavior. Written warnings may be imposed with or without suspension and with or without pay depending on the violation and the recommendation of the Fire Chief.

Recommendation for Immediate Discharge: Although the City may, through the Mayor and Board of Aldermen, impose a lesser penalty; a violation of any of the rules set forth in the city's personnel manual listed under discipline may result in the immediate discharge of the offending employee. Any of these will be a permanent blemish on the employee's personnel record.

The Fire Chief may impose suspension with pay with the recommendation of termination to the Mayor and Board of Aldermen.

It will be the duty of the Fire Chief or his designated representative to impose disciplinary actions on fire department personnel.

The Fire Chief will use the city's personnel policy manual as a guideline for all disciplinary actions except in the case of tardiness. This distinction is because of the importance of fire personnel being prompt and on time.

### **3.300 Tardiness Policy**

The policies and procedures outlined herein include all members and employees of the Starkville Fire Department. These are adopted to assure fair treatment to all members and employees.

If you are unavoidably delayed in getting to work, you should call your Battalion Chief (Shift Commander) and tell him/her when you expect to arrive. Naturally, due to the nature of the fire service all employees are expected to be punctual and if tardiness occurs, then disciplinary action will result up to and including [a recommendation for](#) termination.

In the case of firefighters, the normal duty tour begins at 0700 hours. All members and employees are assigned specific tours of duty and/or regular duty hours. All members and employees are made aware of the time and location (assigned by the Battalion Chief) and when they are required to report. Any employee or member who is not at his or her specified duty station at the time prescribed will be reported as "failing to show."

[All swapping of time must occur before 0650 hours.](#)

[For clarification, the issue of "run late" and the limiting of twice per twelve months does not apply to the normal swapping of time.](#)

### **3.400 Run Late Policy**

Definition: A member who realizes he/she will not be able to meet the required time and notifies his/her Battalion Chief [before 0650](#) hours. Upon notification the Battalion Chief may approve someone on duty to stand in [\(swap time\)](#) for him/her. He/she will not be charged with "failing to show." This must be done before [0650 hours](#). [The member \(running late\) will owe this time to the covering member. Swapping of time under the](#)

run late policy will be in one (1) hour increments.

### **3.401 Run Late Policy (Probationary Firefighters)**

Probationary firefighters will be held to a very high standard. These firefighters will not be allowed to run-late or swap within the first 90 days of their employment. Any probationary firefighter who attempts to utilize swap time within the first 90 days, will result in a recommendation for termination to the Mayor and Board of Alderman. The only exception to this policy would be cases where special permission has been granted by the Fire Chief or Battalion Chief at least one (1) shift before swap-time is utilized in the first 90 days.

After the first 90 days until the end of their probationary period, these members will be allowed to utilize (1) one run-late notification. However, this run-late notification will result in a written warning and 24 hour suspension, without pay.

The second run-late or failure to show after the first 90 days until the end of their probationary period will result in a recommendation for termination to the Mayor and Board of Aldermen.

**\* Probationary firefighters are firefighters who have not completed one year of service or have not completed NFPA 1001 I-II or who is not National and State Registered Emergency Medical Technician. Disciplinary Actions (Run Late) (Non-Probationary Personnel)**

The rule on stand-in (swap time) shall not be abused and will not be permitted more than two (2) times in a twelve (12) month period.

For clarification, the issue of “run late” and the limiting of twice per twelve months does not apply to the normal swapping of time.

First, run late infraction will constitute a verbal warning.

Second, run late infraction will constitute a written warning and 48 hours suspension, without pay.

Third, run late infraction within a 12 month period will constitute a written warning and the recommendation of termination to the Mayor and Board of Alderman.

### **3.500 Failure to Show Policy**

Definition: A member or employee who fails to report to his designated duty station on time without notifying the Battalion Chief before 0700 hours.

All authorized swap time must be completed before 0650 hours through the Battalion Chiefs office. The intent of this section is to assure the shift leader of what personnel to expect to report by 0700 hours. If the member has not secured swap permission from his Battalion Chief by 0650, then the member is expected to report to work at 0700 hours.

Any member and/or employee of the Starkville Fire Department failing to report for duty will be subject to the following disciplinary actions:

#### **Disciplinary Actions (Failure to Show)**

First Offense: A verbal warning will be issued for occurrences involving reporting after 0700 but before 0900. If the member reports after 0900, a written warning will be issued including a 24 hour suspension without pay. Any probationary firefighter Failing-to-show to his/her assigned duty station after 0700, within the first 90 days, will result in a recommendation for termination to the Mayor and Board of Alderman.

Second Offense: 24 suspension hour suspension, a 24 hour reduction in pay and a written warning.

Third Offense: 48 hour suspension, a 48 hour reduction in pay and a written warning.

Fourth Offense: The employee will be placed on unpaid leave pending recommendation for termination to the Mayor and Board of Alderman.

If possible suspensions should take place within the pay period in which the violation occurred.

### **3.600 Official Time Keeper**

The Official time keeper shall be the 911 Communication Center. If a member is late then the supervisor will call over the radio and ask 911 for the official time. The time 911 issues will be final.

### **3.700 Documentation of Rules and Policy Infractions**

All rules and policy infractions subject to disciplinary actions will be submitted to the Chief of the Department. The Company Officer will submit documentation on the Fire Department's disciplinary action form immediately following the infraction to the Battalion Chief. The Battalion Chief will inform the Fire Chief of the infractions and submit the documentation for his review. It will be the duty of the Fire Chief or his designated representative to impose disciplinary actions on fire department personnel.

## **18. REQUEST APPROVAL TO PROMOTE LATOYA BROWN TO FILL THE VACANT POSITION OF AUTOMOTIVE & EQUIPMENT SERVICES TECHNICIAN.**

Upon the motion of Alderman Little, duly seconded by Alderman Wynn and adopted by the Board to approve the July 7, 2015 Official Agenda, and to accept items for Consent, whereby the " authorization to promote Latoya Brown to fill the vacant position of automotive & equipment services technician at a salary grade 8, step 1, \$12.10 per hour, with a six month probationary period." is enumerated, this consent item is thereby approved. 60% of the salary will be billed to the Utilities Department and 40% to the Street Department with the Street Department responsible for the administration and oversight.

## **19. REQUEST APPROVAL TO HIRE BILLYE ASHERBRANNER TO FILL THE VACANT POSITION OF EXECUTIVE ADMINISTRATIVE ASSISTANT IN THE UTILITIES DEPARTMENT.**

Upon the motion of Alderman Little, duly seconded by Alderman Wynn and adopted by the Board to approve the July 7, 2015 Official Agenda, and to accept items for Consent, whereby the " authorization to hire Billye Asherbranner to fill the vacant executive administrative assistant in the Utilities Department at a salary grade 9 rate of \$17.25 per hour" is enumerated, this consent item is thereby approved.

## **20. REQUEST APPROVAL TO ADVERTISE TO FILL A VACANT POSITION OF RADIO OPERATOR/RECORDS CLERK IN THE POLICE DEPARTMENT.**

Upon the motion of Alderman Little, duly seconded by Alderman Wynn and adopted by the Board to approve the July 7, 2015 Official Agenda, and to accept items for Consent, whereby the "authorization to advertise to fill a vacant position of radio operator/records clerk in the Police Department" is enumerated, this consent item is thereby approved.

## **21. REQUEST APPROVAL TO ADVERTISE TO FILL VACANT POSITIONS OF MAINTENANCE WORKER IN THE STREET DEPARTMENT.**

Upon the motion of Alderman Little, duly seconded by Alderman Wynn and adopted by the Board to approve the July 7, 2015 Official Agenda, and to accept items for Consent, whereby the " authorization to advertise to fill two vacant positions of maintenance worker in the Street Department" is enumerated,

this consent item is thereby approved.

**22. REQUEST AUTHORIZATION TO ADVERTISE TO FILL A VACANT POSITION OF SECRETARY IN THE ENGINEERING/STREET DEPARTMENT.**

Upon the motion of Alderman Little, duly seconded by Alderman Wynn and adopted by the Board to approve the July 7, 2015 Official Agenda, and to accept items for Consent, whereby the "authorization to advertise to fill a vacant position of secretary in the Engineering/Street Department" is enumerated, this consent item is thereby approved.

**23. REQUEST AUTHORIZATION TO HIRE UP TO THREE (3) TEMPORARY EMPLOYEES TO FILL POSITIONS OF LABORER IN THE SANITATION /ENVIRONMENTAL SERVICES DEPARTMENT DUE TO MEDICAL LEAVE OF REGULAR EMPLOYEES.**

Upon the motion of Alderman Little, duly seconded by Alderman Wynn and adopted by the Board to approve the July 7, 2015 Official Agenda, and to accept items for Consent, whereby the "authorization to hire up to three (3) temporary employees to fill positions of laborer in the Sanitation/Environmental Services Department due to medical leave of regular employees" is enumerated, this consent item is thereby approved.

**24. REQUEST APPROVAL FOR THE UTILITIES DIVISION TO CONTINUE THE AGREEMENT WITH EMCC REGARDING UTILIZATION OF INTERNS THROUGH THE "MAKE IT IN AMERICA GRANT" PROGRAM.**

Upon the motion of Alderman Little, duly seconded by Alderman Wynn and adopted by the Board to approve the July 7, 2015 Official Agenda, and to accept items for Consent, whereby the " authorization for the Utilities Division to continue the agreement with EMCC regarding utilization of interns through the "Make it in American Grant" program" is enumerated, this consent item is thereby approved. The actual expense to the Utilities Division will not exceed \$500 per student for the sixteen week program.

**25. REQUEST APPROVAL OF ALLOWING CHIEF FRANK NICHOLS TO TRAVEL TO HATTIESBURG, MS. THE ONLY COST OF THIS TRIP WILL BE GAS AND A CAR.**

Upon the motion of Alderman Little, duly seconded by Alderman Wynn and adopted by the Board to approve the July 7, 2015 Official Agenda, and to accept items for Consent, whereby the "approval of allowing Chief Frank Nichols to travel to Hattiesburg, MS August 19-21, 2015 with the only cost of this trip will be gas and a car" is enumerated, this consent item is thereby approved.

**26. REQUEST APPROVAL OF ALLOWING CPL. CHARLIE JONES AND OFFICER TAYLOR WELLS TO ATTEND AN ADVANCED HIGH RISK PLANNING AND ENTRY CLASS ON JULY 20-24, 2015 AT RCTA IN MERIDIAN, MS. THE ONLY COST TO THE CITY WILL BE GAS AND A CAR.**

Upon the motion of Alderman Little, duly seconded by Alderman Wynn and adopted by the Board to approve the July 7, 2015 Official Agenda, and to accept items for Consent, whereby the " approval of allowing Cpl. Charlie Jones and Officer Taylor Wells to attend an advanced high risk planning and entry class on July 20-24, 2015 at RCTA in Meridian, MS with the only cost to the City will be gas and a car" is enumerated, this consent item is thereby approved.

**27. REQUEST AUTHORIZATION TO ALLOW ASSISTANT CHIEF JOHN C. THOMAS**

**TO ATTEND THE 2015 FBINAA SUMMER CONFERENCE ON AUGUST 3-6, 2015, IN GULFPORT, MS. WITH ADVANCED TRAVEL AUTHORIZED.” TRAVEL WILL NOT EXCEED \$709.00.**

Upon the motion of Alderman Little, duly seconded by Alderman Wynn and adopted by the Board to approve the July 7, 2015 Official Agenda, and to accept items for Consent, whereby the " approval to allow Assistant Chief John C. Thomas to attend the 2015 FBINAA Summer Conference on August 3-6, 2015, in Gulfport, MS with advanced travel not to exceed \$709.00 authorized” is enumerated, this consent item is thereby approved.

**28. REQUEST APPROVAL OF ALLOWING OFFICER HUNTER BROWN, CPL. CHRIS JACKSON, OFFICER ANTOINE GOLDEN, OFFICER TYLER DAVIS, OFFICER CRYSTAL HACKETT-MYERS, CPL. STEPHANIE PERKINS, TO ATTEND THE 2015 LAWFIT CHALLENGE, IN OLIVE BRANCH, MS., JULY 16-18, 2015,“WITH ADVANCE TRAVEL AUTHORIZED NOT TO EXCEED \$2,500.00**

Upon the motion of Alderman Little, duly seconded by Alderman Wynn and adopted by the Board to approve the July 7, 2015 Official Agenda, and to accept items for Consent, whereby the "approval of allowing Officer Hunter Brown, Cpl. Chris Jackson, Officer Antoine Golden, Officer Tyler Davis, Officer Crystal Hackett-Myers, Cpl. Stephanie Perkins, to attend the 2015 Lawfit Challenge, in Olive Branch, MS, July 16-18, 2015, with advance travel authorized not to exceed \$2,500.00” is enumerated, this consent item is thereby approved.

**29. REQUEST APPROVAL TO ACCEPT A FORFEITED 2006 DODGE CHARGER IN THE POLICE DEPARTMENT AND TO ADD THE VEHICLE TO THE FIXED ASSET LIST UPON RECEIPT OF A TITLE.**

Upon the motion of Alderman Little, duly seconded by Alderman Wynn and adopted by the Board to approve the July 7, 2015 Official Agenda, and to accept items for Consent, whereby the " approval to accept a forfeited 2006 Dodge Charger in the Police Department and to add the vehicle to the fixed asset list upon receipt of a title and authorization to utilize the 2006 Dodge Charger by the Police Dept. or list it on Govedeals.com or public auction to be awarded to the highest or best bidder” is enumerated, this consent item is thereby approved. VIN:2B3LA53H26H478581 with mileage shown at 165157.

**30. REQUEST APPROVAL TO ALLOW SHAWN WORD, TAYLOR WELLS AND ANDY ROUND TO TRAVEL TO BILOXI, MS FOR THE 3RD ANNUAL STARS CONFERENCE. THIS IS 100% REIMBURSABLE THROUGH THE DUI GRANT FROM THE OFFICE OF HIGHWAY SAFETY, WITH ADVANCE TRAVEL APPROVED.**

Upon the motion of Alderman Little, duly seconded by Alderman Wynn and adopted by the Board to approve the July 7, 2015 Official Agenda, and to accept items for Consent, whereby the " approval to allow Shawn Word, Taylor Wells and Andy Round to travel to Biloxi, MS for the 3<sup>rd</sup> Annual Stars Conference. This is 100% reimbursable through the DUI Grant from the Office of Highway Safety, with advance travel approved” is enumerated, this consent item is thereby approved.

**31. REQUEST APPROVAL TO AUTHORIZE MAYOR WISEMAN TO SIGN A DEPARTMENT OF ENVIRONMENTAL QUALITY (DEQ) SOLID WASTE ASSISTANCE GRANT IN THE AMOUNT OF \$25,000, TO BE USED FOR THE CITY’S RECYCLING PROGRAM.**

Upon the motion of Alderman Little, duly seconded by Alderman Wynn and adopted by the Board to approve the July 7, 2015 Official Agenda, and to accept items for Consent, whereby the " approval to authorize Mayor Wiseman to sign a Department of Environmental Quality (DEQ) Solid Waste Assistance Grant in the amount of \$25,000, to be used for the City's recycling program" is enumerated, this consent item is thereby approved.

**32. REQUEST AUTHORIZATION FOR STARKVILLE UTILITIES TO PURCHASE ESRI SOFTWARE IN ACCORDANCE WITH THE MISSISSIPPI DEPARTMENT OF INFORMATION TECHNOLOGY SERVICES MEMORANDUM DATED JUNE 9, 2015.**

Upon the motion of Alderman Little, duly seconded by Alderman Wynn and adopted by the Board to approve the July 7, 2015 Official Agenda, and to accept items for Consent, whereby the " authorization for Starkville Utilities to purchase ESRI software in accordance with the Mississippi Department of Information Technology Services memorandum dated June 9, 2015 at a cost of \$9,105.00" is enumerated, this consent item is thereby approved.

**33. REQUEST AUTHORIZATION FOR STARKVILLE ELECTRIC DEPARTMENT TO DECLARE ITEMS AS SURPLUS PROPERTY, ADVERTISE FOR SALE, AND SELL TO THE HIGHEST BIDDER.**

Upon the motion of Alderman Little, duly seconded by Alderman Wynn and adopted by the Board to approve the July 7, 2015 Official Agenda, and to accept items for Consent, whereby the " authorization for Starkville Electric Department to declare items as surplus property, advertise for sale, and sell to the highest bidder" is enumerated, this consent item is thereby approved.

Surplus items not functional and are not being used to be sold are:

Asset	Description	Asset Value
Forklift	Clark Forklift Model #1737498	\$0
Forklift	Hyster Forklift Model #S50XL	\$0

**34. REQUEST APPROVAL TO ISSUE A NOTICE TO PROCEED TO DUKES ROOT CONTROL, INC, THE SUBMITTER OF THE LOWEST QUOTE, FOR ANNUAL SEWER LINE MAINTENANCE.**

Upon the motion of Alderman Little, duly seconded by Alderman Wynn and adopted by the Board to approve the July 7, 2015 Official Agenda, and to accept items for Consent, whereby the " approval to issue a notice to proceed to Dukes Root Control, Inc., the submitter of the lowest quote, for annual sewer line maintenance and to issue a notice to proceed for herbicide treatment in selected sewer segments in the amount of \$41,575.50 and that the General Manager of Starkville Utilities be authorized to approve additional quantities in an amount not to exceed \$2,078.78 during this mobilization as a contingency" is enumerated, this consent item is thereby approved.

The two quotes received were: Dukes Root Control - \$41,575.50 and Paul Smithey Cons - \$70,579.50

**35. REQUEST APPROVAL TO ISSUE A NOTICE TO PROCEED TO CONTROL SYSTEMS, INC., A SOLE SOURCE, TO INSTALL TWO REMOTE TERMINAL UNITS AT BOOSTER STATION #2.**

Upon the motion of Alderman Little, duly seconded by Alderman Wynn and adopted by the Board to approve the July 7, 2015 Official Agenda, and to accept items for Consent, whereby the " approval to

issue a notice to proceed to Control Systems, Inc., a sole source, to install two remote terminal units at booster station #2 in the amount of \$7,360” is enumerated, this consent item is thereby approved. CSI is the sole source for the City of Starkville SCADA equipment and services used on Bluefield Road.

## **END OF CONSENT AGENDA ITEMS**

### **ANNOUNCEMENTS AND COMMENTS:**

#### **MAYOR’S COMMENTS:**

Mayor Wiseman recognized Herman Peters, Park Director for the recent “Playful City USA” designation received by the City of Starkville.

The Mayor then introduced the following new employees:

Sanitation:

Ellic Lucious—Operator

Chad Rice—Laborer

Dennis Ware—Laborer

Police: Kadon Adams—Police Officer

Fire:

Johnathan Cain—Firefighter

Christopher Keys—Firefighter

Michael Morrow—Firefighter

Brent Wilemon—Firefighter

At this time, the Mayor and Fire Chief swore in the new firemen.

#### **BOARD OF ALDERMEN COMMENTS:**

Alderman Wynn recognized Chief Nichols, Chief Yarbrough, Herman Peters and Emma Gandy and their employees for their work at the recent July 4 event. She also thanked the Vice-Mayor for his leadership while the Mayor and other Board members were recently away at the MML Conference.

#### **CITIZEN COMMENTS:**

Alvin Turner, Ward 7, asked that all citizens pray that no citizen “snaps” as individual did recently in North Carolina and cause harm to others.

Meridith Wicham, young adult librarian at the Starkville Public Library, discussed the summer young adult reading program and how it impacts school performance as well as the year round reading program for youth and adults. She then thanked the City for their support of the library.

#### **PUBLIC HEARINGS:**

**A PUBLIC HEARING ON RZ 15-02: Rezoning request by Jeremy Tabor to rezone 2+/- acres of a 4+/- acres near Lynn Lane and South Montgomery Street (1021-00-003.00) R-1 Single Family to R-3 Multi Family.**

Buddy Sanders and Daniel Havelin presented the rezoning request. The Mayor then opened the floor for citizen comments.

Jeremy Tabor noted several nearby properties rezoned in the past as evidence of changing conditions in the neighborhood and he also presented proof of public need for the proposed rezoning.

Mark Guyton spoke against the rezoning in that he felt it would possible devalue his adjoining R1 property.

Following some additional discussion, Mayor Wiseman called for additional comments. There being none, the Mayor closed the Public Hearing.

**A PUBLIC HEARING ON RZ 15-03: Rezoning request by Michael and Gayle Kracker to rezone 2.1+/- acres of split zone property from R-1 Single Family/C-1 Neighborhood Commercial to B-1 Buffer District at the northwest intersection of Old West Point and Garrard Roads.**

Buddy Sanders and Daniel Havelin presented the rezoning request. The Mayor then opened the floor for citizen comments. Molly Jackson, legal representative for Michael and Gayle Kracker, addressed the Board with evidence of 8 to 9 zoning changes within a mile in recent years.

Discussion and questions from Aldermen followed. Mayor Wiseman then called for additional comments. There being none, the Mayor closed the Public Hearing.

**36. DISCUSSION AND CONSIDERATION OF SETTING OF DATES AND TIMES FOR BUDGET COMMITTEE MEETINGS FOR THE MAYOR AND BOARD OF ALDERMEN.**

Alderman Maynard, budget committee chairman, reminded the Aldermen that the entire Board now serves on the budget and finance committee. He recommended the committee meet thirty minutes prior to the regular Board meeting. WWS, CPAs have indicated the 9/30/14 audit will be complete and presented at the next Board meeting.

**37. DISCUSSION AND CONSIDERATION OF PROPOSAL SUBMISSIONS RELATED TO BENEFIT ADMINISTRATION FOR THE CITY OF STARKVILLE.**

CAO / CFO Taylor Adams and Personnel Director Randy Boyd presented the RFP proposals consolidated spreadsheet as scored by City Staff. The CAO recognized the four top scoring proposals and thanked them all for their effort and costs incurred in the RFP process. It was noted that a firm price for major medical insurance will not be available until August.

Alderwoman Wynn asked questions of the four groups present: Bankcorp Insurance, Regions Insurance, Galloway Chandler Insurance and the Integrity Group.

Alderman Maynard confirmed that fixed pricing will be available August 10 and asked that all four companies be invited to the August 18 meeting for interviews at that time and that this matter be placed on the August 18 agenda.

**38. DISCUSSION AND CONSIDERATION OF OUTSIDE CONTRIBUTION REQUESTS FOR FISCAL YEAR 2016.**

Alderman Maynard distributed a list of requests and recommendations by outside entities for the upcoming fiscal year. Following discussion, Alderman Maynard offered a motion to adopt the 2016 outside funding list as presented, which was then seconded by Alderman Little. The Board voted as follows:

Alderman Ben Carver Voted: Yea  
 Alderman Lisa Wynn Voted: Yea  
 Alderman David Little Voted: Yea  
 Alderman Jason Walker Voted: Yea  
 Alderman Scott Maynard Voted: Yea  
 Alderman Roy A'. Perkins Voted: Yea  
 Alderman Henry Vaughn, Sr. Voted: Yea

Having received a majority affirmative vote, the Mayor declared the motion passed.

<b>Outside Contribution 2016 FY</b>	
General Fund 001-194-690-454	
Boys and Girls Club	5,000
Brickfire 001-195-951-965	5,000
Volunteer Starkville	2,500
GTPDD-Transportation	
GTPDD/AAA/home delivered meals/match	8,698
National Guard	
Safe Haven	1,500
KMG Creations -Veterans Charity Dance/Recognition	0
Bonafied Southernbelles	
Starkville High School JR ROTC	
OSERVS(Okt.Stk Emergency Response Volunteer Svcs)	5,000
TOTAL	
<b><i>Transfer to Other Agencies 001-195-</i></b>	
Main Street -Award Match	7,500
Chamber of Commerce/Greater Starkville Development Partnership	20,000
Heritage Museum	5,000
TOTAL	
<b><i>OCH Ambulance</i></b>	
001-245-600-383	15,000
<b><i>Humane Society</i></b>	
001-360-951-955	106,000
<b><i>Horse Park</i></b>	
001-541-625-380	<b>20,000</b>
<b><i>Park Commission</i></b>	
001-300-904	
<b><i>Library</i></b>	
001-500-900-802	175,400
<b><i>Economic Development</i></b>	
001-653-	
Starkville Area Arts Council 702-506	3,500
Starkville Community Theater 702-507	3,500
Starkville Symphony	3,500
MSU Shuttle 702-708	3,500

<b>TOTAL</b>	414,000
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**39. DISCUSSION AND CONSIDERATION OF A THREE YEAR SIREN MAINTENANCE QUOTE FROM PRECISION COMMUNICATIONS, INC.**

Alderman Maynard presented a civil defense siren maintenance plan from Precision Communications, Inc. that may be paid with rent recently received from Garan in the amount of \$10, 000 and \$5,000 budgeted in the civil defense line. Alderman Maynard offered a motion, as a matter of public safety, to move approval of a three year maintenance quote from Precision Communications, Inc, from whom the most recent sirens were purchased. The motion was seconded by Alderman Vaughn with the Board voting as follows:

- Alderman Ben Carver Voted: Yea
- Alderman Lisa Wynn Voted: Yea
- Alderman David Little Voted: Yea
- Alderman Jason Walker Voted: Yea
- Alderman Scott Maynard Voted: Yea
- Alderman Roy A'. Perkins Voted: Yea
- Alderman Henry Vaughn, Sr. Voted: Yea

Having received a majority affirmative vote, the Mayor declared the motion passed.

- 3 YEAR OUTDOOR WARNING SIREN SYSTEM MAINTENANCE CONTRACT
- FIRST YEAR - 2015 \$14,973.80
- SECOND YEAR - 2016 \$ 9,338.60
- THIRD YEAR - 2017 \$ 9,338.60

**40. REQUEST APPROVAL OF THE REQUEST BY JEREMY TABOR TO REZONE 2+/-ACRES OF A 4+/- ACRES NEAR LYNN LANE AND SOUTH MONTGOMERY STREET (102I-00-003.00) R-1 SINGLE FAMILY TO R-3 MULTI FAMILY FROM R-1 TO R-3 WITH CONDITIONS.**

Upon the motion of Alderman Walker to deny the request, duly seconded by Alderman Wynn, the Board voted as follows:

- Alderman Ben Carver Voted: Nay
- Alderman Lisa Wynn Voted: Yea
- Alderman David Little Voted: Nay
- Alderman Jason Walker Voted: Yea
- Alderman Scott Maynard Voted: Nay
- Alderman Roy A'. Perkins Voted: Nay
- Alderman Henry Vaughn, Sr. Voted: Nay

Having not received a majority affirmative vote, the Mayor declared the motion failed.

Alderman Walker offered a motion to approve the rezoning request as recommended by the planning and zoning board with the added condition that a masonry privacy wall be constructed along the line adjoining R 1 property and that the vegetative buffer be reduced and that a privacy screen in average height of 7 to 8 feet with a maximum of 20% transparency be installed along the Northeast and Northern boundary. Alderwoman Wynn offered a second to the motion.

The Attorney for the Board of Aldermen then confirmed that motion was based on a finding of fact from comments heard in the Public Hearing and information in the agenda packet that a change in the

neighborhood has occurred to justify the rezoning request and that there is a public need for the rezoning.

The Board voted as follows:

Alderman Ben Carver	Voted: Yea
Alderman Lisa Wynn	Voted: Yea
Alderman David Little	Voted: Yea
Alderman Jason Walker	Voted: Yea
Alderman Scott Maynard	Voted: Yea
Alderman Roy A'. Perkins	Voted: Nay
Alderman Henry Vaughn, Sr.	Voted: Yea

Having received a majority affirmative vote, the Mayor declared the motion passed.

**41. REQUEST APPROVAL OF REZONING REQUEST BY MICHAEL AND GAYLE KRACKER TO REZONE 2.1+/- ACRES OF SPLIT ZONE PROPERTY FROM R-1 SINGLE FAMILY/C-1 NEIGHBORHOOD COMMERCIAL TO B-1 BUFFER DISTRICT AT THE NORTHWEST INTERSECTION OF OLD WEST POINT AND GARRARD ROADS.**

Based on a finding of fact from comments heard in the Public Hearing and information in the agenda packet that a change in the neighborhood has occurred to justify the rezoning request and that there is a public need for the rezoning, a motion was offered by Alderman Maynard to approve the rezoning request by Michael and Gayle Kracker to rezone 2.1+/- acres of split zone property from R-1 Single Family/C-1 Neighborhood Commercial to B-1 Buffer District at the northwest intersection of Old West Point and Garrard Roads. The motion was seconded by Alderman Little with the Board voting as follows:

Alderman Ben Carver	Voted: Yea
Alderman Lisa Wynn	Voted: Yea
Alderman David Little	Voted: Yea
Alderman Jason Walker	Voted: Yea
Alderman Scott Maynard	Voted: Yea
Alderman Roy A'. Perkins	Voted: Yea
Alderman Henry Vaughn, Sr.	Voted: Yea

Having received a majority affirmative vote, the Mayor declared the motion passed.

**42. REQUEST APPROVAL OF THE CITY OF STARKVILLE CLAIMS DOCKET FOR ALL DEPARTMENTS AS OF JULY 2, 2015 FOR FISCAL YEAR ENDING 9/30/15.**

Upon the motion of Alderman Little to move approval of the City of Starkville Claims Docket for all departments as of July 2, 2015 for fiscal year ending 9/30/15, duly seconded by Alderman Maynard, the Board voted as follows:

Alderman Ben Carver	Voted: Yea
Alderman Lisa Wynn	Voted: Yea
Alderman David Little	Voted: Yea
Alderman Jason Walker	Voted: Yea
Alderman Scott Maynard	Voted: Yea
Alderman Roy A'. Perkins	Voted: Nay
Alderman Henry Vaughn, Sr.	Voted: Yea

Having received a majority affirmative vote, the Mayor declared the motion passed.

General Fund	001	\$ 372,192.90
Restricted Police Fund	002	41.78
Airport Fund	015	2,197.23
Restricted Airport	016	0
Sanitation	022	20,199.44
Landfill	023	1,343.13
Parking Mill Project	311	14,858.00
Park and Rec Tourism	375	10,159.10
Water/Sewer	400	260,187.95
Trust & Agency	610	17,651.53
Economic Dev, Tourism & Conv	630	83,764.64
Sub Total Before SED	Sub	\$ 782,595.70
Electric Dept	SED	2,730,893.99
Total Claims	Total	\$3,513,489.69

**43. A MOTION TO ENTER INTO A CLOSED SESSION TO DETERMINE IF THERE IS PROPER CAUSE FOR EXECUTIVE SESSION.**

There came for consideration the matter of entering a closed session to determine if there is a proper cause for executive session. Upon the Motion of Alderman Maynard, duly seconded by Alderman Wynn, to enter into a Closed Session to determine if there is proper cause for Executive Session, the Board voted as follows:

Alderman Ben Carver	Voted: Yea
Alderman Lisa Wynn	Voted: Yea
Alderman David Little	Voted: Yea
Alderman Jason Walker	Voted: Yea
Alderman Scott Maynard	Voted: Yea
Alderman Roy A' Perkins	Voted: Yea
Alderman Henry Vaughn, Sr.	Voted: Yea

Having received a majority affirmative vote, the Mayor declared the motion passed.  
The Board entered closed session.

**44. A MOTION TO ENTER EXECUTIVE SESSION TO CONSIDER PERSONNEL MATTERS RELATED TO AN EMPLOYEE GRIEVANCE IN THE UTILITY DEPARTMENT, A**

**PERSONNEL MATTER RELATED TO THE ADMINISTRATIVE ASSISTANT TO THE MAYOR AND BOARD AND POTENTIAL LITIGATION RELATED TO A CONSTRUCTION PROJECT.**

Alderman Maynard offered a motion to enter Executive Session to consider personnel matters related to an employee grievance in the utility department, a personnel matter related to the administrative assistant to the mayor and board and potential litigation related to a construction project. on a finding that all proposed topics qualified for Executive Session. Following a second by Alderman Little, the Board voted as follows to enter Executive Session:

Alderman Ben Carver	Voted: Yea
Alderman Lisa Wynn	Voted: Yea
Alderman David Little	Voted: Yea
Alderman Jason Walker	Voted: Yea
Alderman Scott Maynard	Voted: Yea
Alderman Roy A'. Perkins	Voted: Yea
Alderman Henry Vaughn, Sr.	Voted: Yea

Having received an affirmative vote, the Mayor declared the motion passed.

The Mayor invited the public back in, and after allowing the public time to enter the room, made the announcement of the Board's decision to enter into executive session to consider personnel matters related to an employee grievance in the utility department, a personnel matter related to the administrative assistant to the mayor and board and potential litigation related to a construction project. on a finding that all proposed topics qualified for Executive Session.

At this time the Board entered Executive Session.

**36. A MOTION TO RETURN TO OPEN SESSION.**

Upon the motion of Alderman Maynard, duly seconded by Alderman Vaughn, to return to Open Session, the Board voted as follows:

Alderman Ben Carver	Voted: Yea
Alderman Lisa Wynn	Voted: Yea
Alderman David Little	Voted: Yea
Alderman Jason Walker	Voted: Yea
Alderman Scott Maynard	Voted: Yea
Alderman Roy A'. Perkins	Voted: Yea
Alderman Henry Vaughn, Sr.	Voted: Yea

Having received a majority affirmative vote, the Mayor declared the motion passed.

The Mayor invited the public back in and then announced that the Board had taken action in executive session and asked the Clerk to read the motions. She then read the motions as listed below.

**37. A MOTION TO APPROVE CONCLUSION ON THE CARVER DRIVE DRAINAGE IMPROVEMENT PROJECT FOR THE AGREED UPON CONTRACT PRICE OF \$135,000 WITH PRECISION CONSTRUCTION COMPANY.**

A motion was offered by Alderman Maynard to approve conclusion on the carver drive drainage improvement project for the agreed upon contract price of \$135,000 with Precision Construction Company. The motion was seconded by Alderwoman Wynn and the Board voted as follows:

Alderman Ben Carver Voted: Yea  
Alderman Lisa Wynn Voted: Yea  
Alderman David Little Voted: Yea  
Alderman Jason Walker Voted: Yea  
Alderman Scott Maynard Voted: Yea  
Alderman Roy A'. Perkins Voted: Yea  
Alderman Henry Vaughn, Sr. Voted: Yea

Having received a majority affirmative vote, the Mayor declared the motion passed.

**39. A MOTION TO DENY THE GRIEVANCE OF MICHAEL REESE AND FRANK ROGERS OF THE UTILITIES DEPARTMENT.**

A motion was offered by Alderman Maynard to deny the grievance of Michael Reese and Frank Rogers of the Utilities Department and for staff to notify the grievant within three days of the decision. The motion was seconded by Alderman Wynn and the Board voted as follows:

Alderman Ben Carver Voted: Yea  
Alderman Lisa Wynn Voted: Yea  
Alderman David Little Voted: Yea  
Alderman Jason Walker Voted: Yea  
Alderman Scott Maynard Voted: Yea  
Alderman Roy A'. Perkins Voted: Yea  
Alderman Henry Vaughn, Sr. Voted: Yea

Having received a majority affirmative vote, the Mayor declared the motion passed.

**38. A MOTION TO END THE EMPLOYMENT OF THE ADMINISTRATIVE ASSISTANT TO THE MAYOR AND BOARD OF ALDERMEN.**

A motion was offered by Alderman Little to allow Ms. Chanteau Wilson until 10:00 a.m. Wednesday, July 8, 2015 to resign her position as Administrative Assistant to the Mayor and Board of Aldermen or be terminated from employment at that time, and that she be allowed to clean out her office from 10:00 a.m. until 11:00 a.m. on July 8, 2015 under the supervision of Personnel Officer Randy Boyd. The motion was seconded by Alderman Wynn and the Board voted as follows:

Alderman Ben Carver Voted: Yea  
Alderman Lisa Wynn Voted: Yea  
Alderman David Little Voted: Yea  
Alderman Jason Walker Voted: Yea  
Alderman Scott Maynard Voted: Yea  
Alderman Roy A'. Perkins Voted: Yea  
Alderman Henry Vaughn, Sr. Voted: Nay

Having received a majority affirmative vote, the Mayor declared the motion passed.

**42. A MOTION TO RECESS UNTIL JULY 28, 2015 @ 5:30 IN THE COURT ROOM AT CITY HALL LOCATED AT 101 EAST LAMPKIN STREET.**

Upon the motion of Alderman Maynard, duly seconded by Alderman Wynn, for the Board of Aldermen to recess the meeting until July 28, 2015 @ 5:30 at 101 E. Lampkin Street in the City Hall Courtroom, the Board voted as follows:

Alderman Ben Carver           Voted: Yea  
Alderman Lisa Wynn           Voted: Yea  
Alderman David Little        Voted: Yea  
Alderman Jason Walker        Voted: Yea  
Alderman Scott Maynard       Voted: Yea  
Alderman Roy A'. Perkins     Voted: Yea  
Alderman Henry Vaughn, Sr.   Voted: Absent

Having received a majority affirmative vote, the Mayor declared the motion passed.

SIGNED AND SEALED THIS THE \_\_\_\_\_ DAY OF \_\_\_\_\_ 2015.

\_\_\_\_\_  
PARKER WISEMAN, MAYOR

Attest:

\_\_\_\_\_  
LESA HARDIN, CITY CLERK

(SEALED)