

BE IT REMEMBERED that the Mayor and Board of Aldermen met on August 2, 2022, at 5:00 P.M., this being the regular meeting time. Mayor Greg Graves called the meeting to order, and the following Aldermen were present: Simpson, Dear, Moore, and Tanksley. Also present were: City Clerk Katie Harbin, City Attorney Ginger Miller, Police Chief Richard Chandler, Police Officer Hickey, Fire Chief Ethan Foresman, Fire Inspector Brevin Holden, Building Official Jim Huestis, Parks Director Rob Boyd, Parks Supervisor Don Embrey, Stephanie Cunningham, Tate Record. Alderman Hale was absent.

Mayor Graves gave the invocation.

Approve Agenda

CITY OF SENATOBIA

CITY HALL

August 2, 2022

5:00 P.M.

1. Call to Order, Prayer, Roll Call
2. Welcome
3. Approve Agenda
4. Appoint Dr. Archie Mitchell to the Senatobia Housing Authority Board for a term to expire January 1, 2028.
5. Appoint Jo Evelyn Herron to the Senatobia Housing Authority Board for a term to expire January 1, 2027.
6. Appoint Kegan Armstrong to the Senatobia Housing Authority Board for a term to expire January 1, 2024
7. Discussion of Redistricting (zoom)
8. Set Public Hearing for Redistricting
9. Update on the WWTP Project, Mike Faulkner (zoom)
10. First Regional Library, Budget Request
11. Healing Hearts, Budget Request
12. Update on the Downtown Revitalization project – Kevin McLeod
13. Department Head Reports

**Consent Agenda**

14. Approve Minutes from the Regular Mayor and Board of Aldermen meeting on July 5, 2022
15. Approve Minutes from the Regular Mayor and Board of Aldermen meeting on July 19, 2022
16. Approve correction to the Regular Mayor and Board of Aldermen Minutes from June 21, 2022 – Agenda Item # 25 should reflect the correct bid amount of \$1,518,242.00
17. Approve Docket of Claims numbers: 25082 – 25272 for a total of \$577,265.99
18. Authorize to pay Invoice Application # 5 to Cerberus Investment Co., Inc., in the amount of \$60,954.70 for the Police Department renovation

19. Authorize to pay Invoice Application # 2 to W.R. Rice Construction Company, Inc., in the amount of \$44,856.15 for the Cemetery project
20. Authorize to hire Jeffrey Webster as a full time Public Works Sewer Department employee, at a rate of \$13.00 per hour, pending drug and background screening results
21. Authorize to hire David Epstep as a full time Public Works Sewer Department employee, at a rate of \$13.00 per hour, pending drug and background screening results
22. Authorize to hire Kenneth Burton as a full time Public Works Street Department employee, at a rate of \$11.00 per hour, pending drug and background screening results
23. Authorize to hire Brand Marrell as a full-time certified Police Officer at the rate of P4
24. Authorize to hire Justin Perette as an uncertified Police Officer at the rate of P1
25. Authorize to hire Preston Strickland as an uncertified Police Officer at the rate of P1
26. Authorize disciplinary action recommended by Police Chief Chandler for Police Officer for not following policy
27. Authorize disciplinary action recommended by Police Chief Chandler for Police Officer for not following policy
28. Accept the resignation from Animal Shelter employee Jady Ruiz
29. Authorize to hire Cynthia Martin as a temporary part time Animal Shelter employee at a rate of \$11.00 per hour
30. Accept the resignation from Chase Sandridge as a fulltime Utility Meter Reader
31. Authorize Dispatch Supervisor Kristin Brooks to attend the Emergency Services Administrative Professional Association 2022 Annual Conference in Biloxi, MS on September 7-9, 2022, also authorize to pay registration and travel expenses
32. Authorize Police Chief Chandler to attend the FBI NA Graduation in Quantico, VA for Assistant Police Chief DeFore's Graduation on September 10-13, 2022, also authorize to pay travel expenses
33. Authorize Police Officer Will Cunningham to attend the AWD K9 Olympics in Peru, Indiana as a Judge and Trainer on August 8-13, 2022, also authorize to pay registration and travel expenses
34. Authorize Public Works Director Jeff Rich and Gas Operator Supervisor David Cooke to attend the Gas Operator Conference in Pearl, MS on September 19 – 21, 2022, also authorize to pay registration and travel expenses
35. Authorize Mayor and Board of Aldermen to attend the Small-Town Conference in Flowood, MS on October 12-14, 2022, also authorize to pay registration and travel expenses
36. Authorize the Police Department to accept 9 MAC Books from the Senatobia Municipal School District
37. Authorize the Police Department to purchase a 2022 Nissan Altima and equipment for approximately \$35,000
38. Authorize to accept the lowest and best quote from Premier Flooring in the amount of \$5,380.52 to carpet the Court room and Judge's chambers

39. Authorize to accept the lowest and best quote from Cascade in the amount of \$16,640.00 to purchase trash cans
40. Adopt Resolution for APRA funds commitment
41. Authorize to advertise a request for Qualifications for Engineering Services for the ARPA funds project
42. Adopt Resolution amending the Budget for Fiscal Year Ending September 30, 2022
43. Adopt Community Center Rental Agreement Policy
44. Adopt Resolution for the Mississippi Law Enforcement and Firefighters Premium Pay Program
45. Authorize to declare Rescue 2 a 2000 Ford F350 SD with VIN 1FTWW32F1YEB51150 surplus and dispose of
46. Authorize Mayor Graves to sign an agreement with Quad County Landfill

**Mayor's Corner**

Road Paving Project  
Securix

Motion was made by Alderman Moore, seconded by Alderman Simpson, to approve the agenda as presented. All present voting yea, motion carried.

**Appoint Dr. Archie Mitchell to the Senatobia Housing Authority Board for a term to expire January 1, 2028**

Mayor Graves stated that the Senatobia Housing Authority Board currently has expired term spots to fill. Mayor Graves recommended Dr. Archie Mitchell for one of the spots. Mayor Graves stated that he has spoken with, and interview Dr. Archie Mitchell multiply times, he is very qualified for the Board position, has been involved with the community for years.

Motion was made by Alderman Simpson, seconded by Alderman Dear, to appoint Dr. Archie Mitchell to the Senatobia Housing Authority Board for a term to expire January 1, 2028.

Alderman Tanksley stated that Dr. Mitchell is a good guy, but I don't see anything wrong with Carl. The timeline looks like it would be his term we are filling. I don't see a reason to push him out. I'd like to table it.

A vote was taken with the following results:

Those voting "Yea": Alderman Simpson, Alderman Dear, and Alderman Moore.

Those voting "Nay": Alderman Tanksley.

Absent: Alderman Hale.

Motion carried.

**Appoint Jo Evelyn Herron to the Senatobia Housing Authority Board for a term to expire January 1, 2027**

Mayor Graves stated that the Senatobia Housing Authority Board currently has expired term spots to fill. Mayor Graves recommended Jo Evelyn Herron for one of the spots. Mayor Graves stated that he has spoken with, and interview Ms. Jo Evelyn Herron multiply times, she is very qualified for the Board position, has previously lived in the Housing Authority community, and has been involved with the community for years.

Motion was made by Alderman Simpson, seconded by Alderman Dear, to appoint Jo Evelyn Herron to the Senatobia Housing Authority Board for a term to expire January 1, 2027.

Alderman Tanksley stated same thing with her, I don't see a reason. I'm not saying you have to have a reason. I don't think 3 at one time is a good idea. I think you should table and reconsider.

A vote was taken with the following results:

Those voting "Yea": Alderman Simpson, Alderman Dear, and Alderman Moore.

Those voting "Nay": Alderman Tanksley.

Absent: Alderman Hale.

Motion carried

Appoint Keegan Armstrong to the Senatobia Housing Authority Board for a term to expire January 1, 2024

Mayor Graves stated that the Senatobia Housing Authority Board currently has expired term spots to fill. Mayor Graves recommended Keegan Armstrong for one of the spots. Mayor Graves stated that he has spoken with, and interview Mr. Keegan Armstrong multiply times, he is very qualified for the Board position, we recently appointed him to the School Board, and has been involved with the community for years.

Motion was made by Alderman Simpson, seconded by Alderman Dear, to appoint Keegan Armstrong to the Senatobia Housing Authority Board with a term expiring January 1, 2024.

Alderman Tanksley stated I think Mr. Armstrong is well qualified but I don't see a reason to cripple the Board. They don't want to be removed. I don't see a reason. I don't think anything is wrong with the new ones, but I think the ones there should stay and finish the dates listed.

A vote was taken with the following results:

Those voting "Yea": Alderman Simpson, Alderman Dear, and Alderman Moore.

Those voting "Nay": Alderman Tanksley.

Absent: Alderman Hale.

Motion carried.

Discussion of Redistricting (zoom)

Mayor Graves introduced Toby Sanford with GTPDD meeting via zoom with us to go over the redistricting plans.

Toby Sanford, GTPDD, went over the redistricting information, procedures, and plans. Mr. Sanford stated that Plan 1 is what he recommends to get us in line with the 2020 census numbers.

Mayor and the Board also thought that Plan 1 is a better option.

Set Public Hearing for Redistricting

Motion was made by Alderman Moore, seconded by Alderman Dear, to authorize to advertise to set a public hearing for redistricting on Tuesday September 6, 2022. All voting yea, motion carried.

Update on the WWTP Project, Mike Faulkner (zoom)

Mayor Graves introduced Mike Faulkner, ESI, joining us via zoom to give an update on the WWTP project.

Mike Faulkner, ESI, updated the Mayor and Board of Aldermen on the progress of the WWTP project. They are about 60%-70% on concrete work, near complete on site work, most of the mechanical and pipe is on site. They have changed some personnel and are doing much better now. We are pleased at where their progress is.

Mayor Graves asked Mr. Faulkner if we were running into some overruns.

Mike Faulkner answered yes, if you remember back when this was awarded in 2021, some cost of materials had gone up, but he was able to hold some of the prices, but not all. Which we expected and discussed in the beginning. I will be submitting a change order for that, I just wanted to give you a heads up.

Alderman Moore stated it sounds spot on with what I see daily.

Mayor Graves asked what the estimated end date is.

Mike Faulkner answered good question. Probably the end of the first quarter, end of April.

Alderman Dear stated I know things have gone up, but we don't want any shortcuts.

Mike Faulkner answered no sir, we want quality.

#### First Regional Library Budget Request

Jennifer Stephenson, First Regional Library, presented their request to the Mayor and Board of Aldermen. Mrs. Stephenson went over services that the library provides, programs that they have, and new things coming up. Mrs. Stephenson stated the library is a good community partner and they appreciate all of the support they receive. Mrs. Stephenson stated that the library was hit hard also, we have a hard time keeping staff because we aren't able to pay that much. We are hoping to increase wages. This year we are requesting \$99,000.

Amy Poe, First Regional Library, spoke about a new area for teens that they have, called the Teen Steam Area. Mrs. Poe stated they are hoping to reach out to more teens to get them more involved with the library.

Motion was made by Alderman Hale, seconded by Alderman Moore, to authorize to hire John Gregory as a fulltime Police Officer at the rate of P4, \$18.25 per hour, with a start date of June 28, 2022, also authorize to issue payment for hours worked since the start date. All voting yea, motion carried.

#### Healing Hearts Budget Request

Sally Williams, Healing Hearts, presented their budget request to the Mayor and Board of Aldermen. Mrs. Williams went over what Healing Hearts does for the community. They are able to help kids that end up in horrible situations find healing, love and justice. We work closely with law enforcement agencies, child protective services, doctors, and other community agencies. Using a supportive team approach along we have trained interviewers that step in and speak with the children to help all agencies at one time, so the child doesn't have to keep talking about what happened over and over again. Our funding is largely from federal, state, and local government agencies, along with fundraising. For every horrible situation that makes the news or paper, there are many, many more, right in our communities. We want to spread the word about child abuse and neglect to bring more awareness to our communities. Police Chief Chandler stated that we use their resources often.

Alderman Simpson stated your letter states 111 cases, surely that isn't in a year.

Sally Williams answered it is actually just in 1 and ½ years' time frame.

Motion was made by Alderman Simpson, seconded by Alderman Dear, to authorize to approve the request for funding in the amount of \$5,000.00 to the Healing Hearts Child Advocacy Center, to help promote these resources in the City of Senatobia. All voting yea, motion carried.

Update on the Downtown Revitalization project – Kevin McLeod

Kevin McLeod, Elliott and Britt Engineering, presented a map and information to the Mayor and Board of Aldermen for the Downtown Revitalization project. Mr. McLeod stated that this has been going on for a while. We first did a master plan, received money for this, but it wasn't enough for the entire plan. We then later received more money and are now fully funded. Mr. McLeod stated that he has split the project into 4 phases. We were going to start with Front Street, but we need the water and sewer lines map updated and the camera company is delayed. They should start with that next Tuesday. We will have the new Phase 1 plan advertised tomorrow to take bids. Phase 1 will include Gabbart Park parking lot paving, dumpster enclosures and ramp at Front and Main. Bids will open for this on September 1<sup>st</sup>. All phases are set up to be a 3-year plan.

Alderman Dear stated I just need to know when you're going to put a shovel in the ground across from the Post Office.

Kevin McLeod answered I'd say October 1<sup>st</sup>.

Alderman Moore asked will we try to address the parts, buildings, sidewalks, that aren't even.

Kevin McLeod answered yes.

Alderman Moore stated I think if you do utilities last, we will be tearing up newly paved streets and sidewalks.

Department Head Reports

Mayor Graves asked if any Department Heads have any updates or additional information other than their reports.

Mayor Graves asked Parks Director Rob Boyd how the turf has held up this season.

Parks Director Rob Boyd answered it's taken a beating, but we are happy with how it is coming back.

Consent Agenda

Mayor Graves went over each consent agenda item numbers 14 - 46, asked if anyone had any questions.

Motion was made by Alderman Moore, seconded by Alderman Simpson, to approve the consent agenda. All voting yea, motion carried

Approve Minutes from the Regular Mayor and Board of Aldermen meeting on July 5, 2022

Motion was made by Alderman Moore, seconded by Alderman Simpson, to approve the Minutes from the Regular Mayor and Board of Aldermen Meeting on July 5, 2022. All voting yea, motion carried.

Approve Minutes from the Regular Mayor and Board of Aldermen meeting on July 19, 2022

Motion was made by Alderman Moore, seconded by Alderman Simpson, to approve the Minutes from the Regular Mayor and Board of Aldermen meeting on July 19, 2022. All voting yea, motion carried.

Approve correction to the Regular Mayor and Board of Aldermen Minutes from June 21, 2022, correcting the dollar amount of the lowest and best bid from A&B Construction for the Highway 51 Roundabout Utility Relocations project from \$1,531,742.00 to \$1,518,242.00

Motion was made by Alderman Moore, seconded by Alderman Simpson, to approve the correction to the Regular Mayor and Board of Aldermen minutes from June 21, 2022, correcting the dollar amount of the lowest and best bid from A&B Construction for the Highway 51 Roundabout Utility Relocations project from \$1,531,742.00 to \$1,518,242.00. All voting yea, motion carried.

Approve Docket of Claims numbers: 25082 – 25272 with a total of \$577,265.99

Motion was made by Alderman Moore, seconded by Alderman Simpson, to approve Docket of Claim numbers 25082 - 25272 for a total of \$577,265.99. All voting yea, motion carried.

Authorize to pay Invoice Application # 5 to Cerberus Investment Co., Inc., in the amount of \$60,954.70 for the Police Department renovation

Motion was made by Alderman Moore, seconded by Alderman Simpson, to approve Docket of Claim numbers 25082 - 25272 for a total of \$577,265.99. All voting yea, motion carried.

Authorize to pay Invoice Application # 2 to W.R. Rice Construction Company, Inc., in the amount of \$44,856.15 for the Cemetery project

Motion was made by Alderman Moore, seconded by Alderman Simpson, to authorize to authorize to pay Invoice Application # 2 to W.R. Rice Construction Company, Inc., in the amount of \$44,856.15 for the Cemetery Project. All voting yea, motion carried.

Authorize to hire Jeffrey Webster as a full time Public Works Sewer Department employee, at a rate of \$13.00 per hour, pending drug and background screening results

Motion was made by Alderman Moore, seconded by Alderman Simpson to authorize to hire Jeffrey Webster as a full-time Public Works Sewer Department employee, at a rate of \$13.00 per hour, pending drug and background screening results. All voting yea, motion carried.

Authorize to hire David Epstep as a full time Public Works Sewer Department employee, at a rate of \$13.00 per hour, pending drug and background screening results

Motion was made by Alderman Moore, seconded by Alderman Simpson, to authorize to hire David Epstep as a full-time Public Works Sewer Department employee, at a rate of \$13.00 per hour, pending drug and background screening results. All voting yea, motion carried.

Authorize to hire Kenneth Burton as a full time Public Works Street Department employee, at a rate of \$11.00 per hour, pending drug and background screening results

Motion was made by Alderman Moore, seconded by Alderman Simpson, to authorize to hire Kenneth Burton as a full-time Public Works Street Department employee at a rate of \$11.00 per hour, pending drug and background screening results. All voting yea, motion carried.

Authorize to hire Brand Marrell as a full-time certified Police Officer at the rate of P4

Motion was made by Alderman Moore, seconded by Alderman Simpson, to hire Brand Marrell as a full-time certified Police Officer at the rate of P4. All voting yea, motion carried.

Authorize to hire Justin Perette as an uncertified Police Officer at the rate of P1

Motion was made by Alderman Moore, seconded by Alderman Simpson, to authorize to hire Justin Perette as a full-time uncertified Police Officer at the rate of P1. All voting yea, motion carried

Authorize to hire Preston Strickland as an uncertified Police Officer at the rate of P1

Motion was made by Alderman Moore, seconded by Alderman Simpson, to authorize to hire Preston Strickland as a full-time uncertified Police Officer at the rate of P1. All voting yea, motion carried.

Authorize disciplinary action recommended by Police Chief Chandler for Police Officer for not following policy

Motion was made by Alderman Moore, seconded by Alderman Simpson, to authorize to suspend Police Sgt. Marshall without pay for one 12-hour shift, recommended by Police Chief Chandler, for not following Policy. All voting yea, motion carried.

Authorize disciplinary action recommended by Police Chief Chandler for Police Officer for not following policy

Motion was made by Alderman Moore, seconded by Alderman Simpson, to authorize to suspend Police Officer Subia without pay for one 12-hour shift, recommended by Police Chief Chandler, for not following Policy. All voting yea, motion carried.

Accept the resignation from Animal Shelter employee Jady Ruiz

Motion was made by Alderman Moore, seconded by Alderman Simpson, to accept the resignation from Animal Shelter employee Jady Ruiz effective August 5, 2022. All voting yea, motion carried.

Authorize to hire Cynthia Martin as a temporary part time Animal Shelter employee at a rate of \$11.00 per hour

Motion was made by Alderman Moore, seconded by Alderman Simpson, to authorize to hire Cynthia Martin as a temporary part time Animal Shelter employee at a rate of \$11.00 per hour. All voting yea, motion carried.

Accept the resignation from Chase Sandridge as a fulltime Utility Meter Reader

Motion was made by Alderman Moore, seconded by Alderman Simpson, to accept the resignation from Utility Meter Reader Chase Sandridge effective July 29, 2022. All voting yea, motion carried.

Authorize Dispatch Supervisor Kristin Brooks to attend the Emergency Services Administrative Professional Association 2022 Annual Conference in Biloxi, MS on September 7-9, 2022, also authorize to pay registration and travel expenses

Motion was made by Alderman Moore, seconded by Alderman Simpson, to authorize Dispatch Supervisor Kristin Brooks to attend the Emergency Services Administrative Professional Association 2022 Annual Conference in Biloxi, MS on September 7-9, 2022, also authorize to pay registration and travel expenses. All voting yea, motion carried.



Authorize Police Chief Chandler to attend the FBI NA Graduation in Quantico, VA for Assistant Police Chief Defore's Graduation on September 10-13, 2022, also authorize to pay travel expenses

Motion was made by Alderman Moore, seconded by Alderman Simpson, to authorize Police Chief Chandler to attend the FBI NA Graduation in Quantico, VA for Assistant Police Chief Defore's Graduation on September 10-13, 2022, also authorize to pay travel expenses. All voting yea, motion carried.

Authorize Police Officer Will Cunningham to attend the AWD K9 Olympics in Peru, Indiana as a Judge and Trainer on August 8-13, 2022, also authorize to pay registration and travel expenses

Motion was made by Alderman Moore, seconded by Alderman Simpson, to authorize Police Officer Will Cunningham to attend the AWD K9 Olympics in Peru, Indiana as a Judge and Trainer on August 8-13, 2022, also authorize to pay registration and travel expenses. All voting yea, motion carried.

Authorize Public Works Director Jeff Rich and Gas Operator Supervisor David Cooke to attend the Gas Operator Conference in Pearl, MS on September 19 – 21, 2022, also authorize to pay registration and travel expenses

Motion was made by Alderman Moore, seconded by Alderman Simpson, to authorize Public Works Director Jeff Rich and Gas Operator Supervisor David Cooke to attend the Gas Operator Conference in Pearl, MS on September 19-21, 2022, also authorize to pay registration and travel expenses. All voting yea, motion carried.

Authorize Mayor and Board of Aldermen to attend the Small-Town Conference in Flowood, MS on October 12-14, 2022, also authorize to pay registration and travel expenses

Motion was made by Alderman Moore, seconded by Alderman Simpson, to authorize Mayor Graves and the Board of Aldermen to attend the Small-Town Conference in Flowood, MS on October 12-14, 2022, also authorize to pay registration and travel expenses. All voting yea, motion carried.

Authorize the Police Department to accept 9 MAC Books from the Senatobia Municipal School District

Motion was made by Alderman Moore, seconded by Alderman Simpson, to authorize the Police Department to accept 9 MAC Books from the Senatobia Municipal School District. All voting yea, motion carried.

Authorize the Police Department to purchase a 2022 Nissan Altima and equipment for approximately \$35,000

Motion was made by Alderman Moore, seconded by Alderman Simpson, to authorize the Police Department to purchase a 2022 Nissan Altima and equipment for a approximately \$35,000.00. All voting yea, motion carried.

Authorize to accept the lowest and best quote from Premier Flooring in the amount of \$5,380.52 to carpet the Court room and Judge's chambers

Motion was made by Alderman Moore, seconded by Alderman Simpson, to authorize to accept the lowest and best quote from Premier Flooring in the amount of \$5,380.52 for new carpet in the Court room and Judge's chambers. All voting yea, motion carried.

Authorize to accept the lowest and best quote from Cascade in the amount of \$16,640.00 to purchase trash cans

Motion was made by Alderman Moore, seconded by Alderman Simpson, to authorize to accept the lowest and best quote from Cascade in the amount of \$16,640.00 for trash containers. All voting yea, motion carried.

Adopt Resolution for APRA funds commitment

**City of Senatobia, MS  
Delta Regional Authority  
Matching Funds Resolution**

Whereas, regulations now require that applications for federal assistance in obtaining Delta Regional Authority Grant funds be accompanied by a commitment by local units of government to provide matching funds regardless of the source of such funds; and

Whereas, such grants and financial assistance and grants for financial assistance are necessary to the economic and community development of the City of Senatobia, Mississippi and are beneficial and in the interest of the public health and welfare of the citizens of the City.

Whereas, the governing authority of the City previously committed to provide at least half of project expenses up to \$1,266,000 in matching funds, as necessary to support the application made for and on behalf of the City for federal assistance in obtaining Delta Regional Authority funds and other funds in support of proposed project(s) for which such federal assistance has been applied for.

NOW THEREFORE BE IT RESOLVED BY, The governing authority of the City of Senatobia, MS does hereby commit to provide half of project expenses up to \$1,266,000 in matching funds, provided by the City of Senatobia, as necessary to support the application made for and on behalf of the City for federal assistance in utilizing Delta Regional Authority Grant funds and other funds in support of proposed project(s) for which such federal assistance is applied for. The total match for the project will total at least \$1,266,000, and be provided by the City of Senatobia. The governing authority also ensures that all program guidelines and commitments have been, and will continue to be followed/met.

BE IT FURTHER RESOLVED, The Mayor and the Board of Aldermen are authorized and directed to execute any further assurances necessary and required by the appropriate agency in support of such applicant(s) and in support of the commitment made hereby.

Passed and Approved this the \_\_\_\_ day of \_\_\_\_\_ 2022.

/s/  
Mayor

(SEAL)

ATTEST:

Motion was made by Alderman Moore, seconded by Alderman Simpson, to adopt a Resolution for APRA funds commitment. All voting yea, motion carried.

Authorize to advertise a request for Qualifications for Engineering Services for the ARPA funds project

Motion was made by Alderman Moore, seconded by Alderman Simpson, to authorize to advertise a Request for Qualifications for Engineering Services for the ARPA funds project. All voting yea, motion carried.

Adopt Resolution amending the Budget for Fiscal Year Ending September 30, 2022

**RESOLUTION AMENDING THE BUDGET FOR FISCAL YEAR ENDING IN SEPTEMBER 30, 2022**

Pursuant to Section 21-35-25 of the Mississippi Code 1972, Annotated, it is hereby ordered by the Mayor and Board of Aldermen of the City of Senatobia, Tate County, Mississippi, that the budget for the fiscal year beginning October 1, 2021 and ending September 30, 2022, be amended and approved to wit:

**BE IT ORDERED**, that the Budget of Estimated Revenues and Expenditures for the Fiscal Year Ending September 30, 2022, for the City of Senatobia, Mississippi be amended in the following respects:

**Budget Amendments FYE 2022**

|                                     | <u>Budget Amount</u> | <u>Amendment</u> | <u>New Budget Amount</u> |
|-------------------------------------|----------------------|------------------|--------------------------|
| <b>General Fund</b>                 |                      |                  |                          |
| Revenues                            |                      |                  |                          |
| County/Animal Shelter               | 82,500.00            | 2,500.00         | 85,000.00                |
| Dispatch Reimbursement              | 0.00                 | 5,418.00         | 5,418.00                 |
| Bond Proceeds                       | 0.00                 | 750,000.00       | 750,000.00               |
| Sale of Vehicles                    | 0.00                 | 145,583.00       | 145,583.00               |
| Expenses                            |                      |                  |                          |
| Finance & Administration Department |                      |                  |                          |
| Personnel Services                  | 306,139.72           | 10,765.00        | 316,904.72               |
| Contingency                         | 37,626.85            | 125,118.00       | 162,744.85               |
| Police Dept                         |                      |                  |                          |
| Personnel Services                  | 1,930,727.47         | 7,800.00         | 1,922,927.47             |
| Capital                             | 99,642.00            | 765,000.00       | 864,642.00               |
| Dispatch Dept.                      |                      |                  |                          |
| Other Services and Charges          | 8,500.00             | 5,418.00         | 13,918.00                |
| Animal Control/Shelter Dept.        |                      |                  |                          |
| Personnel Services                  | 164,789.47           | 9,360.00         | 155,429.47               |
| Supplies                            | 0.00                 | 5,000.00         | 5,000.00                 |
| Other Services                      | 0.00                 | 9,360.00         | 9,360.00                 |
| Park Dept.                          |                      |                  |                          |
| Personnel Services                  | 294,292.53           | 5,000.00         | 299,292.53               |
| Supplies                            | 93,000.00            | 5,000.00         | 98,000.00                |
| Other Services and Charges          | 157,500.00           | 10,000.00        | 147,500.00               |

**BE IT FURTHER ORDERED** that these amendments are necessary in the following funds:

General Fund: Amending revenues for receiving GO Bond funds for new PD renovation, insurance payments for sale of vehicles, amending expenses for GO Bond fund for new PD renovation project, correct personnel salaries, PD vehicle, Animal Shelter personnel, professional services expenses, animal feed, Park overtime, chemicals and tournament expenses.

**IT IS FURTHER ORDERED** by the Mayor and Board of Aldermen that the forgoing budget amendments shall be published one (1) time as required by law in the local newspaper, a newspaper of general circulation in said city, fully qualified under the provisions of Chapter 497, General Laws of Mississippi, if amendment meets the requirements to be published.

Each amendment having been presented separately and as a whole, motion was duly made by Alderman Moore and seconded by Alderman Simpson to adopt the foregoing resolution amending the budget of the City of Senatobia. A roll call vote: All voted "AYE".

**ORDERED AND DONE** this the 2<sup>nd</sup> day of August 2022.

\_\_\_\_\_  
Greg Graves, Mayor

\_\_\_\_\_  
Katie Harbin, City Clerk

Adopt Community Center Rental Agreement Policy

City of Senatobia  
P.O. Box 1020  
133 N Front Street  
www.cityofsenatobia.com  
662-562-4474

Community Center  
606 Southern Ave  
Senatobia, MS 38668

**Community Center Rental Agreement**

**Section I-Applicant Information**

Name: \_\_\_\_\_ Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Address: \_\_\_\_\_ City/State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Organization/Group: \_\_\_\_\_ Position Held in Organization: \_\_\_\_\_

Are you a Senatobia Resident?  Yes  No

Check One (✓):  Non-Profit  For-Profit  Neither (Individual)

**Type of Event:** *(reunion, wedding, birthday part, meeting, etc.):* \_\_\_\_\_

Date of Event: \_\_\_\_\_

Total number expecting to attend: \_\_\_\_\_

Rental Start Time: \_\_\_\_\_ Rental End Time: \_\_\_\_\_ TOTAL RENTAL TIME (Hours): \_\_\_\_\_

Total rental time must include all set up, clean up, decorating, etc.

Senatobia Resident: \* refundable if requirements are met

|                   |          |
|-------------------|----------|
| Deposit* \$150.00 |          |
| ____ 4 Hour Block | \$100.00 |
| ____ 6 Hour Block | \$150.00 |
| ____ 8 Hour Block | \$200.00 |
| ____ Kitchen      | \$ 50.00 |

|                         |          |
|-------------------------|----------|
| Non Senatobia Resident: |          |
| Deposit* \$150.00       |          |
| ____ 4 Hour Block       | \$125.00 |
| ____ 6 Hour Block       | \$175.00 |
| ____ 8 Hour Block       | \$225.00 |
| ____ Kitchen            | \$ 50.00 |

**THIS IS A NON-SMOKING & NON-ALCOHOLIC FACILITY  
NO ALCOHOLIC BEVERAGES ARE ALLOWED ON CITY PROPERTY**  
*(You may have a champagne toast if your event is a wedding.)*

Any items left inside the facility will be discarded immediately. We are not responsible for any personal items, food, etc. left in the Community Center.

All trash must be taken out and thrown away in the cans outside. All table and chairs must be put back up. All floors must be swept and mopped. You are welcome to bring your own cleaning supplies. A mop, broom and water are supplied. You will risk losing your deposit if you do not adhere to the rules of the facility.

**SECTION IV-RENTAL AGREEMENT**

I, the renter, agree to pay the sum of \$ \_\_\_\_\_ for the rental of the Community Center on \_\_\_\_\_ . A deposit of \$ \_\_\_\_\_ is required at the time of reservation to hold your date. Cancellations are accepted if notice is given no less than 5 days prior to your event. If you cancel after the latest cancellation date stated in Section III, you will forfeit your deposit. Your deposit will be refunded after the event if the deposit requirements in Section V (below) are completed by the renter, the key is returned within 12 hours and the building is free of damage. I, my executors or other representatives, waive and release all rights and claims for damages that I may have against the City of Senatobia and/or its representatives.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**SECTION V**

**DEPOSIT REQUIREMENTS CHECKLIST- PLEASE, MAKE SURE TO READ THE INFORMATION THAT IS ATTACHED TO THIS APPLICATION. THIS IS VERY IMPORTANT. FAILURE TO COMPLY WITH THE RULES OF THE FACILITY WILL RESULT IN THE FORFEITURE OF YOUR DEPOSIT.** Checklist was received. Initial Here: \_\_\_\_\_

**\*THE CHECKLIST IS PROVIDED WITH THIS AGREEMENT. PLEASE MAKE SURE TO READ IN ITS ENTIRETY.**

**SECTION VI**

*Office Use Only*

A copy of the deposit checklist was provided when key was issued.

Issued Key: \_\_\_\_\_  
Date Issued: \_\_\_\_\_

Post-Event Inspection completed on: \_\_\_\_\_ By: \_\_\_\_\_

City Representative Initial

\_\_\_\_\_ Deposit will be refunded.  
\_\_\_\_\_ Deposit will be held.

If deposit is being held, enter reason held:

Date of "FORFEITURE OF DEPOSIT" notification letter sent on: \_\_\_\_\_

The City of Senatobia reserves the right to deny any application.

**City of Senatobia  
Community Center  
Rental Contract**

**NO ALCOHOLIC BEVERAGES ALLOWED ON CITY PROPERTY.**  
*(You may have a Champagne toast if your event is a wedding.)*

**The Community Center is a Non-Smoking Facility.**

**Section V**

**Deposit Requirements Checklist**

Failure to comply with the following requirements will result in the forfeiture of your Deposit.  
*A copy of this checklist will be provided when the key is issued.*

- \_\_\_ Do not hang anything on the walls (including all types of tape, nails, tacks, command hooks, etc.)
- \_\_\_ Place all trash in the large trash cans outside of the Community Center
- \_\_\_ Clean and store all tables and chairs
- \_\_\_ Sweep and mop the floors (broom and mop provided)
- \_\_\_ Remove any debris from the restrooms
- \_\_\_ Check the parking lot and grounds around the Center for trash
- \_\_\_ Turn off all lights
- \_\_\_ Lock the outside doors (front and kitchen)
- \_\_\_ Enter the building no earlier than your rental start time and exit the building no later than your rental end time
- \_\_\_ Return the key within 12 hours of your rental end time to City Hall. If after hours you may use the drop box by the utility payment drive through

**Non-Emergency Dispatch 662-562-5643**

**\*Take before and after pictures of the space(s) that you rent: lobby, kitchen, room, the hallway and both bathrooms. \***



***This pamphlet is part of your contract agreement.***  
*Please read carefully in its entirety to avoid losing your deposit.*

### **Facility Rental Rules & Regulations**

The purpose of facilities is to satisfy the activity, social, meeting space and recreational needs of the citizens of Senatobia. Certain regulations become necessary to assure fair usage and to provide the maximum effective use for the greatest number of people possible.

All activities conducted on City of Senatobia's property must be in compliance with local, state, and federal laws in keeping with standards of reasonable behavior.

#### **RENTAL INFO:**

- Rental times include the set-up time and clean up time. If you think you will need any additional time you must pay for that time in advance. It is the user's responsibility to allow sufficient time to set-up and clean the facility. These hours, in addition to the event beginning and ending times must be included in the rental period. **YOU WILL NOT BE PERMITTED TO SET-UP OR PREPARE ANY FOOD THE NIGHT BEFORE THE EVENT.** Perishable food can be delivered to the center if a request is submitted in writing and with approval from City Hall.
- Rental keys must be returned to City Hall after your event.
- You can NOT pay your rental payment on the day of your event. The rental payment must be paid 5 days prior to your event taking place. If the rental payment is not paid within 5 days prior to your event you will forfeit your deposit fee. Please make sure to make all cancellations 5 days prior before the event if you decide to cancel.
- The kitchen is an additional fee. The kitchen will be locked if not rented.
- Rentals will only be issued to person's 18 years of age and older.
- The person named on the Rental Contract shall be present at the function and any action or conduct of any individual participating in the activities at the rented facility will be the responsibility of the person who signed the rental agreement.
- Rental party must vacate the facility when the reservation time expires.
- The renter, as indicated on the contract, agrees to be present for the entire duration of the event.
- Reservations are accepted on a first-come/first-served basis.
- Only use the areas in which you rented. You are being monitored.

#### **Facility reservations will only be confirmed upon submission of the following:**

- Signed Rental Contract.
- Fees and Deposits paid in full.
- Non-profit organizations attach a copy of your 501c3 exemption letter or copy of page 1 tax return to Rental Contract.
- A walk-through of the rented facility with a City employee is required. The walk-through must take place prior to your event and the renter must be present and those responsible for set up and clean up.

1

#### **TABLES AND CHAIRS:**

All parties are responsible for setting up their own tables and chairs. All tables and chairs are included in your rental agreement. All chairs and tables must be put back in a neat and stacked (if possible) manner. If not done correctly, someone can get hurt. This is very important.

#### **ELECTRICAL:**

Please be advised that it is not recommended that you plug in too many electrical devices into the sockets in the kitchen. Doing so will cause the lights and electricity to go out. If the electricity and or lights go out, then dispatch would have to be called to come and reset all electricity. **PLEASE AVOID THIS.**

#### **DECORATIONS:**

*Candles are allowed.* NO FOG MACHINES. Violation of this may result in termination of event and forfeit of deposit. Tacks, nails, screws and scotch tape are not permitted on tables, chairs, walls, etc. Masking tape is permissible on tables and chairs. **DO NOT ATTACH ANYTHING TO THE WALLS OR CEILING.** Decorations, which would damage or discolor the facility or grounds, are not allowed. All user rented items must be removed at the end of the event unless previous arrangements have been made with City Hall and noted on your contract.

#### **STRUCTURES:**

Inflatable structures, dunk tanks, climbing walls, or other apparatus are prohibited inside the Community Center and parking lots.

**COMMERCIAL DEEP FRYERS NOT ALLOWED.** Please do not cook/deep fry anything on the front walk way of the Community Center. You will lose your deposit if you do. Small fryers are allowed in the kitchen but you cannot use any commercial deep fryers. If you do use a small fryer in the kitchen, please make sure to dispose of all grease accordingly. Do not pour any grease onto the grass of the Community Center. **DO NOT POUR GREASE DOWN ANY DRAIN.** The grease will need to be bagged and thrown away appropriately.

#### **SMOKING:**

SMOKING IS NOT PERMITTED IN ANY PART OF THE FACILITY.

#### **PAYMENTS AND FEES/DEPOSITS:**

Fees and deposits may be paid in cash, check, charge (Master Card or Visa) or money order. Checks should be made to the City of Senatobia. Returned checks will result in cancellation of the reservation and additional charges. You can NOT pay your rental payment on the day of your event. The rental payment must be paid 5 days prior to your event taking place. If the rental payment is not paid 5 days prior you will forfeit your deposit fee. Please make sure to make all cancellations 5 days before the event if you decide to cancel.

2

**NON-PROFIT:**

There may be exceptions and/or discounts made for local non-profit organizations. You must show proof that you are a non-profit organization before the discount is applied to your rental fee. If you do not have proof that you are a non-profit organization the discount will not apply.

**WI-FI PASSWORD:**

The Wi-Fi password is

**REFRIGERATOR CLEAN UP (LEFTOVERS):**

Please be aware that all food left overnight in the facility's refrigerator will be discarded. If you need to leave anything in the refrigerator that you could not take with you, you will need to contact us or leave a note so the staff will be aware of your request. The stove will need to be turned off and cleaned off after use.

**TRASH:**

Please make sure to empty All TRASH. The dumpster is located in the back of the building toward the end of the police station. The garbage can will need to be returned back the Community Center. Please place all trash cans where you got them. This is important.

**CLEANING/DAMAGE/SECURITY DEPOSIT:**

**A refundable cleaning/damage/security deposit is required when booking the facility.**

Please be aware that if the facility is left un-cleaned you will forfeit your deposit. **NO EXCEPTIONS.** Everything **MUST** be in the condition that it was in when you arrived.

You must sweep and mop the facility floors. You must pick up and throw away all trash. You must wipe down all kitchen counters, appliances, etc. after use. You must clean the bathrooms before departure. A refund of the cleaning/damage/security deposit will be processed based upon the following: The facility was returned cleaned at the conclusion of the rental period as indicated on the contract.

- No damage was incurred to the facility or grounds.
- No vandalism was incurred to the facility or grounds.
- No mischievous activity during event (911 calls or pull of fire alarms, etc.).
- Failure to cooperate with City Staff.
- All trash is taken out to the containers outside of the building
- All trash and debris is removed from the parking lot, flowerbeds, and grounds that your party was responsible for.
- Tables and chairs are stored properly
- Floors are swept and mopped. (broom, mop and trash bags are provided)
- All trash and debris are removed from the restrooms
- Lights and appliances are turned off

Please allow 3 to 4 weeks for all refunds. Refunds are issued in the form of a city check and will be refunded and mailed only to the person or organization whose name appears on the rental agreement/contract.

**CANCELLATIONS OR RESCHEDUUNG:**

Requests for cancellation of a reservation, or any changes or additions to the contract must be in writing, in person or via email by the renter as listed. Telephone correspondence will not be accepted. You have 5 days prior to the event to cancel a reservation. After 5 days you will forfeit your any deposits made.

3

**ALCOHOL:**

No alcoholic beverages are to be consumed inside/outside of the facility, parking lot, streets or sidewalks adjacent to the building. You may have a champagne toast at your event if it is a wedding. Violations will subject the renter to immediate suspension of the event and forfeiture of the cleaning/damage deposit.

**FUND RAISING ACTIVITIES:**

If facility use is for a fundraising event, the following conditions must be met by the Facility User:

- The facility user certifies that all proceeds from the event will be used for a recognized educational, civic, or charitable purpose.
- The facility user will inform City Hall of the proposed fundraiser, which will determine the appropriateness of the function as deemed by the City of Senatobia's policy.
- When admission is charged to an event using the City's facility, the facility user will be responsible for the collection and payment of any and all taxes on admission and will account for any tax due by filling the necessary forms with the State and paying any applicable taxes to the State. Non-profit users charging admission may be exempt from tax requirements if they make application for exemption through the State Tax Department.

**CONDUCT AND SAFETY:**

The facility user is responsible for the conduct of all guest/participants. The facility user and/or their representatives must remain on the premises throughout the function/event and must maintain control at all times. Names and addresses of all designated persons in charge must be submitted with the application, and any held responsible for the conduct of the participants and any property damage. Staff employees are not supervisors of children and adults. The City reserves the right to remove from the premises any person or persons whose activities are detrimental to the health and safety of the community or the condition of the premises.

4

**IMPORTANT INFORMATION:**

If any items are stolen from the facility you will forfeit your deposit as well as incur serious charges. This includes but is not limited to the following:

Tables, Chairs, Food, Decorations, Electronics, Cleaning equipment/items, and any other item that is inside of the facility. **The staff has a record of all inventories. DO NOT STEAL.**

5

**FAILURE TO COMPLY:**

Failure to comply with this policy and all applicable procedures, rules and regulations related to the use of the facility and grounds may lead to one or more of the following actions by the City of Senatobia:

- Immediate removal of the individual and/or group of individuals responsible for the conduct without a refund of fees charged for use.
- Loss of any or all deposits charged for facility use.
- Denials of future use privileges for the individual or organization; and/or fee assessment to cover any damages or loss of income /usage of the facility to the City.
- Police Department being contacted.

6

Motion was made by Alderman Moore, seconded by Alderman Simpson, to adopt the Community Center Rental Agreement Policy. All voting yeas, motion carried.



Adopt Resolution for the Mississippi Law Enforcement and Firefighters Premium Pay Program**PREMIUM PAY RESOLUTION****STATE OF MISSISSIPPI  
COUNTY OF Tate**

On the 2nd day of August, 2022, at a meeting of the Mayor and Board of Aldermen Meeting, held in City of Senatobia, in Tate County, with a quorum of Alderman members present, the following matters were taken into consideration:

- I. **WHEREAS**, this governing body acknowledges and understands that the Mississippi Legislature passed Mississippi House Bill 1427 and Mississippi House Bill 1542, creating the "Mississippi Law Enforcement and Firefighters Premium Pay Program," in its 2022 Regular Legislative Session, and that these bills were subsequently signed into law by Governor Tate Reeves.
  - II. **WHEREAS**, the purpose of the Program is to provide premium payments to all eligible law enforcement officers and firefighters who are serving the State of Mississippi, for their efforts during the Covid-19 pandemic.
  - III. **WHEREAS**, these establishing laws shall take effect on July 1, 2022, and the Program shall be administered by the Mississippi Department of Public Safety.
  - IV. **WHEREAS**, this governing body acknowledges and understands that the Mississippi Department of Public Safety seeks to work with law enforcement agencies, fire departments, and other law enforcement entities to efficiently administer the hazard premium payments in accordance with the guidelines set forth in 2022 Mississippi House Bill 1427, 2022 Mississippi House Bill 1542, and all related Mississippi and federal law.
- 

**NOW, THEREFORE BE IT**

- I. **RESOLVED** that the City of Senatobia fully supports the efforts of the Mississippi Department of Public Safety to administer these premium payments, as provided in 2022 Mississippi House Bill 1427 and 2022 Mississippi House Bill 1542, while also adhering to the guidelines provided in all corresponding legislation; and be it further
- II. **RESOLVED** that the City of Senatobia will accept payments administered by the Mississippi Department of Public Safety under the "Mississippi Law Enforcement and Firefighters Premium Pay Program," for purposes of distribution to the law enforcement officers and firefighters employed by this governing body; and be it further
- III. **RESOLVED** that the City of Senatobia understands and acknowledges the conditions of receiving and expending the funds appropriated under 2022 Mississippi House Bill 1542; and be it further
- IV. **RESOLVED** that the City of Senatobia hereby certifies that any funds received by the Mississippi Department of Public Safety for hazard premium payments shall be expended in compliance with the guidelines, guidance, rules, regulations and/or other criteria, as may be amended from time to time, of the United States Department of the Treasury regarding the use of monies from the Coronavirus State Fiscal Recovery Fund established by the American Rescue Plan Act.
- V. **RESOLVED** that the City of Senatobia authorizes such payments to be made directly from the Mississippi Department of Public Safety, on behalf of the State of Mississippi, to the law enforcement agencies,

fire departments and other law enforcement entities employed or otherwise controlled by this governing body, for the purposes set forth by this resolution.

The above resolution was passed by a majority of those members present and voting in accordance with applicable laws, bylaws, policies, and procedures of this governing body.

This the 2nd day of August, 2022.

  
\_\_\_\_\_  
Greg Graves  
Mayor

ACKNOWLEDGMENT

STATE OF MISSISSIPPI  
COUNTY OF Desoto

  
\_\_\_\_\_  
Notary Public

SEAL  
My Commission Expires: 1-26-26



Motion was made by Alderman Moore, seconded by Alderman Simpson, to adopt the Resolution for the Mississippi Law Enforcement and Firefighters Premium Pay program. All voting yea, motion carried.

Authorize to declare Rescue 2 a 2000 Ford F350 SD with VIN 1FTWW32F1YEB51150 surplus and dispose of

Motion was made by Alderman Moore, seconded by Alderman Simpson, to authorize to declare Rescue 2 a 2000 Ford F350 SD with VIN 1FTWW32F1YEB51150 surplus and dispose of. All voting yea, motion carried.

Authorize Mayor Graves to sign an agreement with Quad County Landfill

Motion was made by Alderman Moore, seconded by Alderman Simpson, to authorize Mayor Graves to sign an agreement with Quad County Landfill for waste disposal. All voting yea, motion carried.

Mayor's Corner

Road Paving Project

Mayor Graves advised the Board that we will have an update and presentation at our August 16<sup>th</sup> meeting.

Securix

Mayor Graves advised the Board that the cameras are up, we are now waiting on the training, software, and the information for the public.

Mayor Graves reminded the Board of the Special Meeting on Monday Aug

Adjourn

Motion was made by Alderman Simpson, and seconded by Alderman Dear, to recess until August 8, 2022, at 5pm. All voting yea, motion carried.

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Greg Graves, Mayor

ATTEST:

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Katie Harbin –City Clerk