

BE IT REMEMBERED that the Mayor and Board of Aldermen met on August 7, 2023, at 5:30 P.M., this being a special meeting time. Mayor Pro Temp Adam Moore called the meeting to order, and the following Aldermen were present: Simpson, Dear, Hale and Tanksley. Also present were: City Clerk Katie Harbin, Deputy City Clerk Francis Johnson, Police Chief Chandler, Assistant Police Chief Defore, Parks and Recreation Director Rob Boyd, Animal Shelter Director Dalinda Wade, Interim Public Works Director David Cooke, Court Clerk Tameka Herron, and Fire Chief Foresman. Mayor Graves was absent.

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**NOTICE OF SPECIAL MEETING OF THE MAYOR AND BOARD OF
ALDERMEN**

Date: August 7, 2023

From: Mayor Greg Graves

Subject: Special Meeting

PLEASE TAKE NOTICE that a Special Meeting of the Mayor and Board of Aldermen of the City of Senatobia shall be held on Monday August 7, 2023, at 5:30p.m. at the City Hall Building Board Room, in the City of Senatobia, Mississippi.

The purpose of the meeting is to:

1. Authorize to terminate employment with Public Works employee Richard Curtis effective today, August 7, 2023, for violating city policy
2. Authorize to hire Dustin Clemmons as a full-time CDL Driver in the Public Works Department at a rate of \$17.50 per hour
3. Budget Workshops
4. Authorize to set the Public Hearing for Ad Valorem Tax Levy and Budget FYE 2024



Greg Graves, Mayor

ATTEST:



Katie Harbin, City Clerk

All Aldermen were notified at the Board Meeting on August 1, 2023, and again on August 7, 2023, by phone.

Approve Agenda

City of Senatobia
Mayor and Board of Aldermen Agenda

August 7, 2023
City Hall 5pm

1. Call to Order, Prayer, Roll Call
2. Welcome
3. Approve Agenda
4. Authorize to terminate employment with Public Works employee Richard Curtis effective today, August 7, 2023, for violating city policy
5. Authorize to hire Dustin Clemmons as a full-time CDL Driver in the Public Works Department at a rate of \$17.50 per hour, pending background and drug screening results
6. Budget Workshops
 - Parks & Recreation, Rob Boyd
 - Animal Shelter, Dalinda Wade
 - Court Department, Tameka Herron
 - Public Works, David Cooke
 - Fire Department, Ethan Foresman
7. Authorize to set the Public Hearing for Ad Valorem Tax Levy and Budget FYE 2024
8. Recess to August 10, 2023, at 5:30pm

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

Authorize to terminate employment with Public Works employee Richard Curtis effective today, August 7, 2023, for violating city policy

Motion was made by Alderman Simpson, and seconded by Alderman Hale, to authorize to terminate employment with Public Works employee Richard Curtis, whom is still in the probationary period of employment, for violating city policy, per the recommendation of the Interim Public Works Director. All voting yea, motion carried.

Authorize to hire Dustin Clemmons as a full-time CDL Driver in the Public Works Department at a rate of \$17.50 per hour, pending background and drug screening results

Motion was made by Alderman Hale and seconded by Alderman Dear to authorize to hire Dustin Clemmons as a full-time CDL Driver in the Public Works Department, at a rate of \$17.50 per hour, pending background and drug screening results, per the recommendation of the Interim Public Works Director. All voting yea, motion carried.

Budget Workshops

Parks and Recreation Director Rob Boyd presented his budget requests to the Board for the upcoming fiscal year. Mr. Boyd advised the Board that the main things he is requesting is the following:

A pay increase for Herminio, from \$17.57 to \$20 an hour. Mr. Boyd stated that Herminio has been with the city for 24 years and is a very valuable employee to us.

AEDs for the two concession stands. We had an incident this past June at the park where an AED would have been helpful. Considering the activities and weather, I think it would be a great investment.

Batting Cage replacement. Two of the four batting cage nets on site need replacing.

Replace the fence around the Sycamore Park Playground. The fence has been damaged over time and is more of a decorative type.

Portable pitching mounds. There is a more suitable type of portable mound for artificial turf than the ones we have, that come in sections and will allow for one person to install/remove them.

Mayor Pro Temp Moore asked Mr. Boyd to list his request in order of importance to him.

Rob Boyd answered, in order, the pay increase for Herminio from \$17.57 to \$20, the portable pitching mounds, then the fence for the playground at Sycamore Park, the batting cages, and the AED's.

Animal Shelter Director Dalinda Wade presented her budget requests to the Board for the upcoming fiscal year. Mrs. Wade advised the Board that the main things she is requesting is the following:

A van. We would be able to take 15 dogs or cats to the MS Vet School in Starkville once every four months for no cost. That would save approximately \$1,700 for just one trip. A pickup truck doesn't have the space needed.

To turn the part-time position into a full-time position. It is currently very hard for anyone to take off because we don't have enough staff to cover and stay within their hours.

An increase in the food budget. I am asking for an additional \$1,000 for food.

New lighting in the kennel area. Currently more than half of the lighting is out.

Two industrial fans and three hanging fans. This would help with the heat and the air circulation in general.

Mayor Pro Temp Moore asked Mrs. Wade between the van and the full-time position, which would you prefer more.

Dalinda Wade answered the full-time position, it affects us every day.

Alderman Dear asked how much the position pays.

Dalinda Wade answered \$11 per hour.

Interim Public Works Director David Cooke presented his budget requests to the Board for the upcoming fiscal year. Mr. Cooke advised that the main things that he is requesting is the following:

Pay increases. For the street department employees from \$11 an hour to \$13 an hour, a 3% raise for CDL drivers and for the water and sewer departments to go from \$13 an hour to \$15 an hour. This will help with recruiting and retaining employees.

To add a CDL driver employee position. This would help us to have all the trucks running on their scheduled routes.

Two new 1-ton crew cab trucks with service beds. This would be for the water and gas departments. The current trucks are worn out. The estimated price is \$73,000 each.

A small utility tractor. This is needed for use in the cemetery, to fit through and around the headstones, and also for the utility department when needed in tight spaces. The estimated price is \$27,000.

A used dump truck. We recently purchased a used dump truck, and are very grateful, but we are still in need of one more. The estimated price is \$80,000.

A 6" pull behind water pump. This is needed so that we don't have to go get one from Memphis or wait for one to be delivered. If we had our own, we could save that time and fix the issue with our own equipment. The estimated price is \$34,000.

GIS mapping system for gas/water meters and lines. This would help us tremendously with finding and marking our lines and meters. It would then save us time from having to find the lines and meters every time going out to them. It would be marked and kept up with. This is the tremble system, and the estimated cost is \$14,000.

Alderman Simpson asked if the GIS system would help them when they had to go out and mark lines.

David Cooke answered yes sir, it would map it out.

Alderman Simpson stated we have been needing that for a while now. I think it would pay for itself. Alderman Simpson asked about the water pump, do we have to go to Memphis to get one now if we need one.

David Cooke answered yes, we have to go get it or have it delivered. It usually takes about an hour and half to get one here.

Mayor Pro Temp Moore asked Mr. Cooke what his top two requests for equipment were.

David Cooke answered the two 1-ton trucks and then the small utility tractor.

Alderman Dear asked about getting used trucks instead of new.

David Cooke answered that is a possibility, I can look into it.

Court Clerk Tameka Herron presented her budget request to the Board for the upcoming fiscal year. Ms. Herron advised the Board that the only request she has is for Karla to get a raise from \$11 to \$13.50 an hour.

Fire Chief Foresman presented his budget requests to the Board for the upcoming fiscal year. Chief Foresman advised the Board that the main things he is requesting the following:

Six new positions, which would be 2 per shift. This would staff Station 1, helping our Fire rating score, which helps lower insurance costs for citizens. Also, we will have almost half of our current staff eligible for retirement in the next 5-7 years, and having adequately trained staff in place will help tremendously when that time comes.

Cost of living raises for employees, raise for Chantay to \$44,000 and a raise for Brevin to \$50,000.

Sign a purchase agreement on a new Engine. The process of purchasing an Engine will take about two years, so this request wouldn't affect the budget this year. It is costing us more in repairs to try and keep our Engine 2 running.

Secure property for a new Fire Station on the west side of the City and additional office space at Station 1. The west side of the city is growing rapidly and will continue to do so. We will have to have a staffed station in that area soon to be able to have decent response times and to cover all areas of the city. There are still some improvements desperately needed at Station 1 that didn't make it into the current renovation project. The current office space has no insulation, little heating and A/C, and plumbing issues in the old bathroom. We'd like to convert the old bed hall into additional office space and update the current office space.

SCBA. The replacement of our air packs is a high priority.

2 new trucks'/SUVs. We are requesting a replacement vehicle for the Fire Inspector. The current one is constantly breaking down and needing work. We are also requesting a vehicle that would be used for medical responses in town for Station 1.

New or updated Brush Truck. Our current brush truck is a 1999 model. We still run quite a few grass and brush fires and have to call on mutual aid often because our truck can't handle the fire and the truck often has issues and needs repairs, even on scene.

Fire Chief Foresman advised the Board that they have been and will continue to pursue grants for some of the items listed, however we haven't received anything yet.

Alderman Dear asked what the cost of a new engine is.

Fire Chief Foresman answered about \$500,000 to \$600,000.

Alderman Dear asked if we signed a contract now, will that be the price in 2 years when it's ready.

Fire Chief Foresman answered that is what we are hoping, to lock in the price with a signed agreement.

Alderman Hale stated if you time it right, it might be when the 2015 comes off.

Fire Chief Foresman advised the Board that he is speaking with Police Chief Chandler and Tate County officials about the possibility of a joint training facility, which would also house the needed Fire Station on the west side of the city. So, there is a possibility of financial assistance with that also.

Alderman Dear asked Chief Foresman what the main thing he'd like to see pass in the new budget.

Fire Chief Foresman answered the manpower, the additional employees.

Alderman Dear stated I can see the truck, if you time it right, like Alderman Hale said.

Authorize to set the Public Hearing for the Ad Valorem Tax Levy and Budget FYE 2024

Motion was made by Alderman Dear and seconded by Alderman Hale to authorize to set the Public Hearing for the Ad Valorem Tax Levy and Budget FYE 2024 to August 28, 2023, at 5:00pm. All voting yea, motion carried.

Recess

Motion was made by Alderman Simpson, and seconded by Alderman Tanksley, to recess until August 10, 2023, at 5:30pm. All present voting yea, motion carried.

Adam Moore, Mayor Pro Temp

ATTEST:

Katie Harbin –City Clerk