

BE IT REMEMBERED that the Mayor and Board of Aldermen met on November 21, 2023, 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: Dear, Hale (via phone), Moore, and Tanksley. Also present were: City Attorney Ginger Miller, City Clerk Katie Harbin, Deputy City Clerk Francis Johnson, Police Chief Chandler, Assistant Police Chief Defore, Fire Chief Ethan Foresman, FLSE/PIO Chantay Rhone, Building & Planning Director Stephen Hodges, Public Works Director David Cooke, Community Development/Tourism Director Jamie Sowell, Parks Director Rob Boyd, Jerry Owensby, Thurman Caldwell, and Michael Cathey. Alderman Simpson was absent.

Alderman Moore gave the invocation.

Approve Agenda

City of Senatobia
Mayor and Board of Aldermen Agenda
November 21, 2023
City Hall 5pm

1. Call to Order, Prayer, Roll Call
2. Welcome
3. Approve Agenda
4. Public Hearing for the application to rezone the northeast corner of Miracle Dr and Woolfolk Drive from R-2 to R-3, submitted by Robert Barber
5. Accept the COPS FYE 2023 Grant
6. Accept lowest and best quote for dumpster service downtown district
7. Consideration of updating garbage fees
8. Discussion of proposed Ordinance Prohibiting Loitering in the City of Senatobia
9. Department Reports

Consent Agenda

10. Approve Minutes from the Regular Mayor and Board of Aldermen meeting on November 7, 2023
11. Approve Minutes from the Special Mayor and Board of Aldermen meeting on November 16, 2023
12. Approve Docket of Claims numbers: 31529 – 31747 for a total of \$335,626.37
13. Authorize to pay Symmetry Invoice 17380344 in the amount of \$83,011.37 (did not receive in time for the docket)
14. Authorize to pay Utility Management Corp Invoice SENAT102023 in the amount of \$2,500.00 (did not receive in time for the docket)
15. Authorize Deputy City Clerk Francis Johnson to attend the Spring Certified Municipal Clerks course in Oxford, MS on February 21-23, 2024, also authorize to pay registration and travel expenses

16. Authorize Dispatcher Daniel Chandler to attend the 40-hour Basic Certification for E-Telecommunications, on January 15-19, 2024, in Olive Branch, MS, also authorize to pay registration and travel expenses (reimbursable)
17. Authorize two Police Officers to attend K-9 training at Blue Streak K9 in Jonesboro, AR on December 3 – 15, 2023, also authorize to pay registration and travel expenses
18. Authorize to promote Police Officer Hickey to the position of Sergeant with an increase in pay to \$27.25 per hour
19. Authorize to remove the temporary pay increase Police Officer Dickson, decreasing the pay back to P-4
20. Authorize to terminate Police Officer Rodgers effective November 17, 2023
21. Authorize to hire Hal Vanderford as a certified Police Officer at the rate of P4, pending background and physical test results
22. Reappoint Keegan Armstrong to the Senatobia Housing Authority Board for a 5-year term expiring January 1, 2028
23. Authorize to declare Friday November 24, 2023, in further observance of the Thanksgiving Holiday and Tuesday December 26, 2026, in further observance of the Christmas Holiday, in accordance with the Governor's Proclamation dated November 8, 2023
24. Authorize to temporarily close streets for the Christmas Parade on December 4, 2023
25. Authorize Mayor Graves to sign an engagement agreement with JMCM Consulting for firefighter grant assistance (renewing)
26. Authorize to surplus a 2010 Ford Crown Victoria with VIN 2FAB7BV5AX126806 and dispose of

Mayor's Corner

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

Public Hearing for the application to rezone the northeast corner of Miracle Dr and Woolfolk Drive from R-2 to R-3, submitted by Robert Barber

Mayor Graves opened the public hearing and asked if there was anyone that wished to speak on the matter.

Robert Barber presented the application to rezone. Mr. Barber informed the Mayor and Board that they are asking for the property located at the northeast corner of Miracle Drive and Woolfolk Drive to be rezoned from R-2 to R-3. Mr. Barber advised that the planned development would be homes similar to Windstone.

Alderman Moore asked what the size of the homes will be.

Robert Barber answered 1700 minimum square feet.

Alderman Hale asked if it would have a public or private drive.

Robert Barber answered it would have alley ways; it would be private. We haven't anticipated putting a gate in.

Alderman Dear asked if there would be a fence around the property.

Robert Barber answered no sir, not a fence, but there will be a barrier.

Shelia Dandridge, 780 Woolfolk Rd, asked if this is approved to go to R-3, what guarantee is there that the homes would be like what is being presented on the documents tonight?

Building & Planning Director Stephen Hodges stated that this is just the first step, the zoning phase, based on the conceptual drawings. They will have to bring plans, drawings, etc. to the Planning Commission to be approved.

Shelia Dandridge stated this is a foot in the door, how do we know it won't end up being something worse.

Building & Planning Director Stephen Hodges answered the Planning Commission would have to approve it, they set what is required.

Robert Barber stated that they are ok if the Board were to put stipulations on there. We fully intend to put these things I am presenting tonight in there or we wouldn't show it.

Alderman Moore stated so what we are doing tonight is just for the land, the rest will have to be approved.

Building & Planning Director Stephen Hodges answered yes.

Robert Barber stated they fully expect to submit this plan that I have here tonight.

Alderman Moore stated I think the covenants need to be submitted with the plans.

Motion was made by Alderman Moore, seconded by Alderman Dear, to approve the application to rezone the northeast corner of Miracle Dr and Woolfolk Drive from R-2 to R-3, submitted by Robert Barber. All present voting yea, motion carried.

Authorize to accept the FYE 23 COPS Hiring Program Grant Award of \$750,000

Jerry Owensby, Grant Writer, presented the grant information and award to the Mayor and Board. Mr. Owensby stated that this is a DOJ grant for Law Enforcement, for community policing. It is a match, being 66.52% federal funds and 33.48% city funds. Mr. Owensby stated it was originally for 6 officers, but it will have to be amended since there were raises given in the new budget, it will cover 5 officers.

Alderman Moore asked if this expense would be on top of the current budget.

Police Chief Chandler answered it will mostly be out of the current budget.

Jerry Owensby stated the Police Department will spend the money and then will be reimbursed. It is in his budget already.

Alderman Tanksley asked like what, is it for.

Jerry Owensby answered it is for community policing, things like public relations.

Alderman Tanksley stated like what, more specific.

Police Chief Chandler stated a lot of what we do already, things like Shop with a Cop, Trunk or Treat, school events, etc.

Alderman Moore stated you're just allocating \$375K of your budget to something else.

Motion was made by Alderman Moore, seconded by Alderman Hale, to authorize to accept the FYE 23 COPS grant, as long as it doesn't affect our budget in a negative way. All present voting yea, motion carried.

Accept lowest and best quote for dumpster service downtown district

Building & Planning Director Stephen Hodges presented the information on the dumpster service. This service will get us started with some of the dumpster locations that are in with our Downtown project. We will be getting rid of the trash cans in this area after the dumpsters are delivered and in service.

Community Development/Tourism Director Jamie Sowell went over the dumpster service information and where they would be located. In providing dumpster service, it will take about an entire route off of our sanitation pick up.

Alderman Moore asked if this would remove all of the trash cans out of downtown.

Jamie Sowell answered it will remove the cans from all of the commercial property downtown, except for these city buildings right here.

Alderman Moore asked why not city buildings.

Jamie Sowell answered the city doesn't currently pay a sanitation bill, so it would be an added expense to the city if we got dumpsters for the city buildings. Also, the sanitation truck goes right by the area where our building is located anyway.

Alderman Dear stated so certain businesses will use certain dumpsters.

Jamie Sowell answered yes. We spoke of different options to manage usage, and things to detour random people from dumping into them. We could put a lock on the dumpsters or gates, but we were advised by a trash company to wait and see how it goes first, to see if that would be necessary. It would be an added expense. We will watch it closely and see if we need to add locks in the future.

Alderman Dear asked about the estimated time to get a dumpster enclosure built.

Stephen Hodges answered not that long. Thanks to Alderman Dear showing us a different design option.

Motion was made by Alderman Dear, seconded by Alderman Moore, to authorize to accept lowest and best quote for dumpster service in the amount of \$2,451.99 a month, for a 12-month term, in select locations from Waste Pro. All present voting yea, motion carried.

Consideration of updating garbage fees

Mayor Graves went over the proposed garbage fee increase. The fees haven't increased since 2016, but our expenses for the service have increased.

Building & Planning Director Stephen Hodges went over the proposed fees. We were proposing to increase, city wide, residential from \$16 for each can to \$18 for the first can and \$10 each additional can. Proposing to increase commercial, outside of the Historic Downtown area, from \$16.75 for each can to \$20 for the first can and \$10 each additional can. For commercial in the Historic Downtown District, we are proposing having categories and the fee being based on the current usage of the business. Possibly category 1 \$20, category 2 \$80 and category 3 \$150.

Mayor Graves stated maybe we could add a category in the Historic Downtown District fee schedule, to break up the charges a little more. We could do a category 1 \$20, category 2 \$40, category 3 \$80 and category 4 \$150.

Alderman Moore stated this won't go into effect for 30 days, but we just approved to start the dumpster service. I think we should go ahead and approve the fees now.

Motion was made by Alderman Moore, seconded by Alderman Hale, to authorize to set the garbage fees as follows:

City wide:

Residential \$18 for the 1st can and \$10 each additional can

Commercial \$20 each for the 1st and 2nd can, \$10 each additional can

Historic Downtown District Commercial:

Category 1 (Business) - \$20

Category 2 (Small Commercial) - \$40

Category 3 (Medium Commercial) - \$ 80

Category 4 (Large Commercial) - \$160

Also authorizing to revisit as needed. All present voting yea, motion carried.

Discussion of proposed Ordinance Prohibiting Loitering in the City of Senatobia

Mayor Graves went over the proposed Ordinance Prohibiting Loitering. Mayor advised the Board that this ordinance was actually approved in January of 2021, however the requirements after adoption were not followed, so we are going back through the process to make sure everything is done correctly.

Mayor Graves asked if anyone had any questions or concerns.

No one had any questions or concerns.

Department Reports

Mayor Graves advised the Board that they have received the department reports and asked if they have any questions.

Parks Director Rob Boyd advised that everything has been going ok, except for an issue with a pipe leaking, but it is being repaired. We need to order new pitching mounds for the fields.

Alderman Moore stated that should have been included, the designer/engineer should have included them.

Rob Boyd stated they said it wasn't included.

Alderman Moore asked if we are into the contingency funds yet.

Rob Boyd answered about \$20K, plus about another \$20 for concrete work.

Alderman Moore stated if we have the money, then yes, we need it, if it's not going to put us over.

Alderman Dear agreed.

Rob Boyd stated the contractor said that they are something he could add in, if we wanted. I'll check back with him.

Consent Agenda

Mayor Graves went over each consent agenda item, numbers 10 - 26, asked if anyone had any questions.

No questions were asked.

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

Approve Minutes from the Regular Mayor and Board of Aldermen meeting on November 7, 2023

Motion was made by Alderman Dear, seconded by Alderman Moore, to approve the Minutes from the Regular Mayor and Board of Aldermen meeting on November 7, 2023. All present voting yea, motion carried.

Approve Minutes from the Special Mayor and Board of Aldermen meeting on November 16, 2023

Motion was made by Alderman Dear, seconded by Alderman Moore, to approve the Minutes from the Special Mayor and Board of Aldermen meeting on November 16, 2023. All present voting yea, motion carried.

Approve Docket of Claims numbers: 31529 – 31747 for a total of \$335,626.37 (as funds are available)

Motion was made by Alderman Dear, seconded by Alderman Moore, to approve the Docket of Claims numbers: 31529 – 31747 for a total of \$335,626.37, as funds are available. All present voting yea, motion carried.

Authorize to pay Symmetry Invoice 17380344 in the amount of \$83,011.37 (did not receive in time for the docket)

Motion was made by Alderman Dear, seconded by Alderman Moore, to authorize to pay Symmetry Invoice 17380344 in the amount of \$83,011.37. All voting yea, motion carried.

Authorize to pay Utility Management Corp Invoice SENAT102023 in the amount of \$2,500.00 (did not receive in time for the docket)

Motion was made by Alderman Dear, seconded by Alderman Moore, to authorize to pay Utility Management Corp Invoice SENAT102023 in the amount of \$2,500.00. All voting yea, motion carried.

Authorize Deputy City Clerk Francis Johnson to attend the Spring Certified Municipal Clerks course in Oxford, MS on February 21-23, 2024, also authorize to pay registration and travel expenses

Motion was made by Alderman Dear, seconded by Alderman Moore, to authorize Deputy City Clerk Francis Johnson to attend the Spring Certified Municipal Clerks course in Oxford, MS on February 21-23, 2024, also authorize to pay registration and travel expenses. All voting yea, motion carried.

Authorize Dispatcher Daniel Chandler to attend the 40-hour Basic Certification for E-Telecommunications, on January 15-19, 2024, in Olive Branch, MS, also authorize to pay registration and travel expenses (reimbursable)

Motion was made by Alderman Dear, seconded by Alderman Moore, to Authorize Dispatcher Daniel Chandler to attend the 40-hour Basic Certification for E-Telecommunications, on January 15-19, 2024, in Olive Branch, MS, also authorize to pay registration and travel expenses. All voting yea, motion carried.

Authorize two Police Officers to attend K-9 training at Blue Streak K9 in Jonesboro, AR on December 3 – 15, 2023, also authorize to pay registration and travel expenses

Motion was made by Alderman Dear, seconded by Alderman Moore, to authorize two Police Officers to attend K-9 training at Blue Streak K9 in Jonesboro, AR on December 3 – 15, 2023, also authorize to pay registration and travel expenses. All voting yea, motion carried.

Authorize to promote Police Officer Hickey to the position of Sergeant with an increase in pay to \$27.25 per hour

Motion was made by Alderman Dear, seconded by Alderman Moore, to authorize to promote Police Officer Hickey to the position of Sergeant with an increase in pay to \$27.25 per hour. All voting yea, motion carried.

Authorize to remove the temporary pay increase Police Officer Dickson, decreasing the pay back to P-4

Motion was made by Alderman Dear, seconded by Alderman Moore, to authorize to remove the temporary pay increase Police Officer Dickson, decreasing the pay back to P-4. All voting yea, motion carried.

Authorize to terminate Police Officer Rodgers effective November 17, 2023

Motion was made by Alderman Dear, seconded by Alderman Moore, to authorize to terminate Police Officer Rodgers for violating policy effective November 17, 2023, per the Police Chief's recommendation. All voting yea, motion carried.

Authorize to hire Hal Vanderford as a certified Police Officer at the rate of P4, pending background and physical test results

Motion was made by Alderman Dear, seconded by Alderman Moore, to authorize to hire Hal Vanderford as a certified Police Officer at the rate of P4, pending background and physical test results. All voting yea, motion carried.

Reappoint Keegan Armstrong to the Senatobia Housing Authority Board for a 5-year term expiring January 1, 2028

Motion was made by Alderman Dear, seconded by Alderman Moore, to reappoint Keegan Armstrong to the Senatobia Housing Authority Board for a 5-year term expiring January 1, 2028. All voting yea, motion carried.

Authorize to declare Friday November 24, 2023, in further observance of the Thanksgiving Holiday and Tuesday December 26, 2026, in further observance of the Christmas Holiday, in accordance with the Governor's Proclamation dated November 8, 2023

Motion was made by Alderman Dear, seconded by Alderman Moore, to authorize to declare Friday November 24, 2023, in further observance of the Thanksgiving Holiday and Tuesday December 26, 2026, in further observance of the Christmas Holiday, in accordance with the Governor's Proclamation dated November 8, 2023. All voting yea, motion carried.

Authorize to temporarily close streets for the Christmas Parade on December 4, 2023

Motion was made by Alderman Dear, seconded by Alderman Moore, to authorize to temporarily close streets for the Christmas Parade on December 4, 2023. All voting yea, motion carried.

Authorize Mayor Graves to sign an engagement agreement with JMCM Consulting for firefighter grant assistance (renewing)

Motion was made by Alderman Dear, seconded by Alderman Moore, to authorize Mayor Graves to sign an engagement agreement with JMCM Consulting for firefighter grant assistance. All voting yea, motion carried.

Authorize to surplus a 2010 Ford Crown Victoria with VIN 2FAB7BV5AX126806 and dispose of

Motion was made by Alderman Dear, seconded by Alderman Moore, to authorize to surplus a 2010 Ford Crown Victoria with VIN 2FAB7BV5AX126806 and dispose of. All voting yea, motion carried.

Mayors Corner

Mayor Graves stated that the employee Thanksgiving lunch turned out great and thanked everyone involved.

Adjourn

Motion was made by Alderman Dear, and seconded by Alderman Moore, to adjourn. All voting yea, motion carried.

Greg Graves, Mayor

ATTEST:

Katie Harbin –City Clerk