

BE IT REMEMBERED that the Mayor and Board of Aldermen met on February 6, 2024, 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, Hale (arrived late), and Tanksley. Also present were: City Attorney Ginger Miller, City Clerk Katie Harbin, Deputy City Clerk Francis Johnson, Police Chief Chandler, Lt. Trentham, Building and Planning Director Hodges, Fire Chief Foresman, FLSE/PIO Chantay Rhone, Fire Inspector Brevin Holden, Fire Inspector Larry Sowell, Public Works Director David Cooke, Community Development/Tourism Director Jamie Sowell, Animal Shelter Kris Robinson, Brett Brown, Joe Cooper, County Supervisor Darby, County Administrator Cole Massie, Gray Ouzts CMPDD, David Wade CMPDD, and William Franklin PATH.

Mayor Graves gave the invocation.

Approve Agenda

**City of Senatobia
Mayor and Board of Aldermen Agenda**

February 6, 2024
City Hall 5pm

1. Call to Order, Prayer, Roll Call
2. Welcome
3. Approve Agenda
4. Adopt Proclamation Proclaiming February 25, 2024 as Sylvia Alford Day
5. Comprehensive Plan Update, Gray Outz with CMPDD
6. Authorize to promote Sergeant Blake Warren to the position of Assistant Chief with a salary increase to match the Assistant Chief position salary
7. Department Reports

Consent Agenda

8. Approve Minutes from the Regular Mayor and Board of Aldermen meeting on January 17, 2024
9. Approve Docket of Claims numbers: 32401 – 32667 for a total of \$734,936.21
10. Authorize Mayor, Board of Aldermen, City Clerk, Deputy City Clerk, and Department Heads to attend the 2024 Annual MML Conference in Biloxi, MS on June 22 – 27, 2024, also authorize to pay registration and travel expenses
11. Authorize City Attorney Ginger Miller to attend the MS Municipal Attorneys and the MML Conference in Biloxi, MS on June 22 – 27, 2024, also authorize to pay registration and travel expenses
12. Authorize Court Clerk Tameka Herron to attend the MS Municipal Court Clerks and MML Conference in Biloxi, MS on June 22 – 27, 2024, also authorize to pay registration and travel expenses
13. Authorize Mayor Graves, Board of Aldermen, and selected employees to attend the MSMSC Basic and Advanced Municipal Liability and Workers Compensation workshops
14. Authorize to accept the resignation of Assistant Police Chief Defore

15. Authorize to hire Matt McCool as a full-time certified Police Officer at the rate of P4, pending physical and background screening results
16. Authorize to hire Robert Still as a full-time Police Officer at the rate of P4, pending physical and background screening results
17. Authorize to hire Joshua Griffin as a full-time Police Officer at the rate of P4, pending physical and background screening results
18. Authorize to hire Antonia Caldwell as a full-time Police Officer at the rate of P2, pending physical and background screening results
19. Authorize to hire James Walker as a full-time Public Works Water Department employee at the rate of \$13.00 per hour, pending background and drug screening results
20. Authorize to hire Narius Whitehead Sr as a full-time Public Works Gas Department employee at the rate of \$13.00 per hour, pending background and drug screening results
21. Authorize to move Animal Shelter employee Trace Mothershed from part-time status to full-time status
22. Authorize to hire Tanner Parker as a full-time Firefighter at a rate of \$12.40 per hour, pending background and drug screening results
23. Authorize to hire Louis Mingo as a part-time Firefighter at a rate of \$12.40 per hour, pending background and drug screening results
24. Authorize to hire Gage Smith as a part-time Firefighter at a rate of \$12.40 per hour, pending background and drug screening results
25. Adopt Building & Planning Fees
26. Authorize to declare Unit 313 a 2013 Chevrolet Impala with VIN 2G1WD5E38D1261927 surplus and dispose of
27. Authorize to accept the lowest and best quote to replace the heating and cooling unit at Fire Station 2 (quotes to follow)
28. Authorize to accept the lowest and best interest rate quote of 5.75% from First Financial Bank to purchase five (5) Police vehicles
29. Authorize to purchase two (2) trucks for the Public Works department
30. Authorize to solicit quotes for a loan to purchase of two (2) trucks for the Public Works Department
31. Authorize Mayor Graves to sign the Interlocal Agreement with Senatobia Municipal Schools for SRO (renewing)
32. Authorize to retire K9 Officer Smokey
- 33. Mayor's Corner**
 - Securix
 - Ball Fields
 - Downtown Revitalization Project
 - Council of Governments Representative
 - Bethesda
34. Executive Session – Economic Development

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

Adopt Proclamation Proclaiming February 25, 2024 as Sylvia Alford Day

Motion was made by Alderman Dear, seconded by Alderman Simpson, to adopt Proclamation Proclaiming February 25, 2024 as Sylvia Alford Day. All present voting yea, motion carried.

Comprehensive Plan Update, Gray Ouzts with CMPDD

Gray Ouzts with CMPDD presented the Comprehensive and Rezoning plans to the Mayor and Aldermen. Mrs. Ouzts stated that the City of Senatobia continues to show growth. When doing work with the County, it shows the numbers are up. We believe the census was undercounted; likely due to the fact it was done during covid. Mrs. Ouzts stated that if the City ever decided it needed to do an annexation, one requirement for that is to show that growth is planned for. The Comprehensive and Rezoning plans help with that.

Mrs. Ouzts suggested that we get any thoughts, questions, concerns, etc., finalized by the next Board meeting so that we can move to the next step of setting a meeting for a public hearing.

Authorize to promote Sergeant Blake Warren to the position of Assistant Chief with a salary increase to match the Assistant Chief position salary

Motion was made by Alderman Simpson, seconded by Alderman Dear, to authorize to promote Sergeant Blake Warren to the position of Assistant Chief with a salary of \$72,800 annually. All present voting yea, motion carried.

Department Reports

Animal Shelter Director Kris Robinson advised the Mayor and Board that the lighting project at the shelter was complete, and they look great. Everything has been going well. Ms. Robinson advised the Mayor and Board that the group Jordan's Way has chosen our shelter to visit on February 24th. They are an organization that helps raise awareness and funds for shelters in need by doing fundraisers, competitions, games, etc. We are so excited and thankful that they are visiting us.

Alderman Simpson stated we are glad to have you back.

Fire Chief Foresman advised that the State Rating Bureau visited us this week, we went over a lot of information. It was a good visit.

Police Chief Chandler advised they are working on Operation Safe Surrender. It helps with people that have warrants giving them an opportunity to come in to set up a payment plan.

Mayor Graves asked if it has been pretty successful.

Police Chief Chandler answered yes sir, the last one we did was successful, I think this one will be also.

Public Works Director Cooke advised that everything has been going well. Mr. Cooke advised that Mr. Smith with Mendrop stopped by and gave an update on the paving project. They are getting ready to start back paving, and so far are under budget.

Building & Planning Director Hodges advised that everything has been going well. It's been pretty busy. We have been getting some businesses cleaned up, working on the comprehensive and rezoning plan with CMPDD, and working on updating fees.

Consent Agenda

Mayor Graves went over the consent agenda items, numbers 8 - 32, asked if anyone had any questions.

Alderman Dear asked if the trucks for Public Works were ¾ ton trucks.

Public Works Director answered yes sir.

Alderman Dear stated he spoke with Don in the Parks Department, and he was asking about needing to post more information on Facebook.

Community Development/Tourism Director Jamie Sowell advised she has spoken with the Parks Department regarding that and offered to help get it set up for them to do.

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

Approve Minutes from the Regular Mayor and Board of Aldermen meeting on January 17, 2024

Motion was made by Alderman Dear, seconded by Alderman Simpson, to approve the Minutes from the Regular Mayor and Board of Aldermen meeting on January 17, 2024. All present voting yea, motion carried.

Approve Docket of Claims numbers: 32401 – 32667 for a total of \$734,936.21 (as funds are available)

Motion was made by Alderman Dear, seconded by Alderman Simpson, to approve the Docket of Claims numbers: 32401 - 32667 for a total of \$734,936.21, as funds are available. All present voting yea, motion carried.

Authorize Mayor, Board of Aldermen, City Clerk, Deputy City Clerk, and Department Heads to attend the 2024 Annual MML Conference in Biloxi, MS on June 22 – 27, 2024, also authorize to pay registration and travel expenses

Motion was made by Alderman Dear, seconded by Alderman Simpson, to authorize Mayor, Board of Aldermen, City Clerk, Deputy City Clerk, and Department Heads to attend the 2024 Annual MML Conference in Biloxi, MS on June 22 – 27, 2024, also authorize to pay registration and travel expenses. All voting yea, motion carried.

Authorize City Attorney Ginger Miller to attend the MS Municipal Attorneys and the MML Conference in Biloxi, MS on June 22 – 27, 2024, also authorize to pay registration and travel expenses

Motion was made by Alderman Dear, seconded by Alderman Simpson, to authorize City Attorney Ginger Miller to attend the MS Municipal Attorneys and the MML Conference in Biloxi, MS on June 22 – 27, 2024, also authorize to pay registration and travel expenses. All voting yea, motion carried.

Authorize Court Clerk Tameka Herron to attend the MS Municipal Court Clerks and MML Conference in Biloxi, MS on June 22 – 27, 2024, also authorize to pay registration and travel expenses

Motion was made by Alderman Dear, seconded by Alderman Simpson, to authorize Court Clerk Tameka Herron to attend the MS Municipal Court Clerks and MML Conference in Biloxi, MS on June 22 – 27, 2024, also authorize to pay registration and travel expenses. All voting yea, motion carried.

Authorize Mayor Graves, Board of Aldermen, and selected employees to attend the MSMSC Basic and Advanced Municipal Liability and Workers Compensation workshops

Motion was made by Alderman Dear, seconded by Alderman Simpson, to authorize Mayor Graves, Board of Aldermen, and selected employees to attend the MSMSC Basic and Advanced Municipal Liability and Workers Compensation workshops. All voting yea, motion carried.

Authorize to accept the resignation of Assistant Police Chief Defore

Motion was made by Alderman Dear, seconded by Alderman Simpson, to authorize to accept the resignation of Assistant Police Chief Defore. All voting yea, motion carried.

Authorize to hire Matt McCool as a full-time certified Police Officer at the rate of P4, pending physical and background screening results

Motion was made by Alderman Dear, seconded by Alderman Simpson, to authorize to hire Matt McCool as a full-time certified Police Officer at the rate of P4, pending physical and background screening results. All voting yea, motion carried.

Authorize to hire Robert Still as a full-time Police Officer at the rate of P4, pending physical and background screening results

Motion was made by Alderman Dear, seconded by Alderman Simpson, to authorize to hire Robert Still as a full-time Police Officer at the rate of P4, pending physical and background screening results. All voting yea, motion carried.

Authorize to hire Joshua Griffin as a full-time Police Officer at the rate of P4, pending physical and background screening results

Motion was made by Alderman Dear, seconded by Alderman Simpson, to authorize to hire Joshua Griffin as a full-time Police Officer at the rate of P4, pending physical and background screening results. All voting yea, motion carried.

Authorize to hire Antonia Caldwell as a full-time Police Officer at the rate of P2, pending physical and background screening results

Motion was made by Alderman Dear, seconded by Alderman Simpson, to authorize to hire Antonia Caldwell as a full-time Police Officer at the rate of P2, pending physical and background screening results. All voting yea, motion carried.

Authorize to hire James Walker as a full-time Public Works Water Department employee at the rate of \$13.00 per hour, pending background and drug screening results

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

Authorize to hire Narius Whitehead Sr as a full-time Public Works Gas Department employee at the rate of \$13.00 per hour, pending background and drug screening results

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

Authorize to move Animal Shelter employee Trace Mothershed from part-time status to full-time status

Motion was made by Alderman Dear, seconded by Alderman Simpson, to authorize to move Animal Shelter employee Trace Mothershed from part-time status to full-time status. All voting yea, motion carried.

Authorize to hire Tanner Parker as a full-time Firefighter at a rate of \$12.40 per hour, pending background and drug screening results

Motion was made by Alderman Dear, seconded by Alderman Simpson, to authorize to hire Tanner Parker as a full-time Firefighter at a rate of \$12.40 per hour, pending background and drug screening results. All voting yea, motion carried.

Authorize to hire Louis Mingo as a part-time Firefighter at a rate of \$12.40 per hour, pending background and drug screening results

Motion was made by Alderman Dear, seconded by Alderman Simpson, to authorize to hire Louis Mingo as a part-time Firefighter at a rate of \$12.40 per hour, pending background and drug screening results. All voting yea, motion carried.

Authorize to hire Gage Smith as a part-time Firefighter at a rate of \$12.40 per hour, pending background and drug screening results

Motion was made by Alderman Dear, seconded by Alderman Simpson, to authorize to hire Gage Smith as a part-time Firefighter at a rate of \$12.40 per hour, pending background and drug screening results. All voting yea, motion carried.

Adopt Building & Planning Fees**City of Senatobia**

131 N. Front St. Senatobia, MS 38668
 Phone: 662-562-4474
 permitrequest@cityofsenatobiams.gov

**Updated Building & Planning fees February 2024
 Last updated December 2021**

Preliminary Plat consideration.

The Planning Commission shall require a non-refundable fee of:

- a. \$150 + \$20 per lot (up to 5 lots)
- b. \$350 + \$20 per lot (6-25 lots)
- c. \$700 + \$20 per lot (26 or more lots)

Final Plat consideration.

The Planning Commission shall require a non-refundable fee of:

- a. \$100 + \$10 per lot (up to 5 lots)
- b. \$200 + \$10 per lot (6-25 lots)
- c. \$300 + \$10 per lot (26 or more lots)

Commercial Site Plan consideration (with building).

The Planning Commission shall require a non-refundable fee of:

- a. \$600 (up to 8,500 SF of building)
- b. \$700 (8,501 SF to 25,500 SF of building)
- c. \$800 (25,501 SF to 50,000 SF of building)
- d. \$1000 (50,001 SF and up)

Fire fee of \$150 in addition

Commercial Site Plan consideration (without building).

The Planning Commission shall require a non-refundable fee of:

- a. \$500 minimum plus \$300 per acre over 1.0 acres (to the nearest 0.1 acre)
- b. \$100 for each additional review

Fire fee of \$100 in addition.

Updated Building & Planning fees continued.**Building plan review.**

- a. \$300 based on value 0-\$50,000
- b. \$500 based on value \$50,001-\$100,000
- c. \$500 PLUS \$8 per each \$1000 above \$100,000

Building Fire plan review.

The Planning Commission shall require a non-refundable fee of:

- a. \$100 (1 - 2,500 square foot)
- b. \$150 (2,501 - 5,000 square foot)
- c. \$200 (5,001 – 7,500 square foot)
- d. \$250 (7,501 – 10,000 square foot)
- e. \$500 (10,001 – 50,000 square foot)
- f. \$1000 (50,000 square foot and up)

Re-Zoning Application for consideration (with public hearing).

The Planning Commission shall require a non-refundable fee of:

- a. \$400 A-R, R-(1, 2, 3, 4, 5, 6)
- b. \$600 All other zoning.

Application for Variance.

The Planning Commission shall require a non-refundable fee of:

- a. \$300 Residential
- b. \$400 Commercial
- c. \$100 each additional review.

Application for Special Exception.

The Planning Commission shall require a non-refundable fee of:

- a. \$300 Residential
- b. \$400 Commercial

Swimming Pool Permit.

The Planning Commission shall require a non-refundable fee of:

- a. \$150 Residential
- b. \$500 Commercial

Accessory Structure (outbuilding/shed/deck/fences).

The Planning Commission shall require a non-refundable fee of:

- a. \$100 (Shed greater than 300 square feet with **No** electricity/water)
- b. \$200 (Shed greater than 300 square feet **Plus** permits for each service added)
- c. \$50 (Deck greater than 300 square foot)
- d. \$50 (Residential fence. **Commercial fencing based on valuation table**)

Roofing (commercial or residential).

The Planning Commission shall require a non-refundable fee of:

- a. Fee based on valuation of accepted bid.

Updated Building & Planning fees continued.

Commercial Signage.

The Planning Commission shall require a non-refundable fee of:

- a. \$1.00 square foot per visible side (**minimum \$50**)

Demolition permit.

The Planning Commission shall require a non-refundable fee of:

- a. \$150 Residential
- b. \$300 Commercial

Manufactured Homes.

The Planning Commission shall require a non-refundable fee of:

- a. \$750 **PLUS** any additional permit required before occupancy.

Valuation Table

Value	Permit	Value	Permit	Value	Permit	Value	Permit
1001	30	26000	140	51000	264	76000	364
2000	30	27000	145	52000	268	77000	368
3000	30	28000	150	53000	272	78000	372
4000	30	29000	155	54000	276	79000	376
5000	35	30000	160	55000	280	80000	380
6000	40	31000	165	56000	284	81000	384
7000	45	32000	170	58000	292	82000	388
8000	50	33000	175	58000	292	83000	392
9000	55	34000	180	59000	296	84000	396
10000	60	35000	185	60000	300	85000	400
11000	65	36000	190	61000	304	86000	404
12000	70	37000	195	62000	308	87000	408
13000	75	38000	200	63000	312	88000	412
14000	80	39000	205	64000	316	89000	416
15000	85	40000	210	65000	320	90000	420

16000	90	41000	215	66000	324	91000	424
17000	95	42000	220	67000	328	92000	428
18000	100	43000	225	68000	332	93000	432
19000	105	44000	230	69000	336	94000	436
20000	110	45000	235	70000	340	95000	440
21000	115	46000	240	71000	344	96000	444
22000	120	47000	245	72000	348	97000	448
23000	125	48000	250	73000	352	98000	452
24000	130	49000	255	74000	356	99000	456
25000	135	50000	260	75000	360	100000	460

Motion was made by Alderman Dear, seconded by Alderman Simpson, to adopt Building & Planning Fees presented. All voting yea, motion carried.

Authorize to declare Unit 313 a 2013 Chevrolet Impala with VIN 2G1WD5E38D1261927 surplus and dispose of

Motion was made by Alderman Dear, seconded by Alderman Simpson, to authorize to declare Unit 313 a 2013 Chevrolet Impala with VIN 2G1WD5E38D1261927 surplus and dispose of. All voting yea, motion carried.

Authorize to accept the lowest and best quote to replace the heating and cooling unit at Fire Station 2

Motion was made by Alderman Dear, seconded by Alderman Simpson, to authorize to accept the lowest and best quote to replace the heating and cooling unit at Fire Station 2. All voting yea, motion carried.

Authorize to accept the lowest and best interest rate quote of 5.75% from First Financial Bank to purchase five (5) Police vehicles

Motion was made by Alderman Dear, seconded by Alderman Simpson, to authorize to accept the lowest and best interest rate quote of 5.75% from First Financial Bank to purchase five (5) Police vehicles. All voting yea, motion carried.

Authorize to purchase two (2) trucks for the Public Works department

Motion was made by Alderman Dear, seconded by Alderman Simpson, to authorize to purchase two (2) trucks for the Public Works department. All voting yea, motion carried.

Authorize to solicit quotes for a loan to purchase of two (2) trucks for the Public Works Department

Motion was made by Alderman Dear, seconded by Alderman Simpson, to authorize to Authorize to solicit quotes for a loan to purchase of two (2) trucks for the Public Works Department. All voting yea, motion carried.

Authorize Mayor Graves to sign the Interlocal Agreement with Senatobia Municipal Schools for SRO (renewing)

Motion was made by Alderman Dear, seconded by Alderman Simpson, to authorize Mayor Graves to sign the Interlocal Agreement with Senatobia Municipal Schools for SRO (renewing). All voting yea, motion carried.

Authorize to retire K9 Officer Smokey

Motion was made by Alderman Dear, seconded by Alderman Simpson, to authorize to retire K9 Officer Smokey. All voting yea, motion carried.

Mayors Corner

Securix

Mayor Graves advised the Board the updated numbers on Securix were with their packet. The older unpaid fines have been sent over to collections so we should be seeing revenue from that soon.

Ball Fields

Mayor Graves advised the Board that Jamie did a great job getting sponsorships for the sports park. We are waiting on some information to be able to put it out for quotes or bids for the signs.

Council of Governments Representative

Mayor Graves advised the Board that there is a Council of Governments trip to Jackson coming up on February 28th and a trip to Washington at a later date. Mayor Graves stated that he asked Cole if he thought the Washington trip was worth the expense of going, he said yes, that they requested funds for the hospital, and it is in a bill now.

Bethesda

Mayor Graves advised the Board that Cooke will be cleaning up the property line on the west.

Go into Closed Session to discuss going into Executive Session for Economic Development

Motion was made by Alderman Simpson, and seconded by Alderman Dear, to go into Closed Session to discuss going into Executive Session for Economic Development. All voting yea, motion carried.

Go into Executive Session for Economic Development

Motion was made by Alderman Simpson, and seconded by Alderman Dear, to go into Executive Session for Economic Development. All voting yea, motion carried

Downtown Revitalization Project - Engineer

Motion was made by Alderman Dear, to authorize to dismiss Kevin McLeod with Elliott & Britt as the engineer for the City on the Downtown Revitalization Project. The motion died.

Downtown Revitalization Project - Engineer

Motion was made by Alderman Simpson, and seconded by Tanksley, to table this item. Those voting "AYE": Alderman Simpson and Alderman Tanksley
Those voting "NAY": Alderman Dear.
Motion passed.

Economic Development

Alderman Hale arrived.

Building & Planning Director Hodges presented to the Mayor and Board of Aldermen a proposal for a Community Development Director position.

Motion was made by Alderman Simpson, and seconded by Hale, to authorize to hire Jamie Sowell as a full-time city employee to be the Community Development Director; continuing her work with Main Street as the full-time Main Street Director; also continuing her work as the full-time Tourism Director, with a salary of \$58,500 annually, falling under the Building & Planning Department. All voting yea, motion carried.

Rescind Motion – Downtown Revitalization Project - Engineer

Motion was made by Alderman Simpson, and seconded by Dear, to rescind the motion to table this item. All voting yea, motion carried.

Downtown Revitalization Project - Engineer

Motion was made by Alderman Dear, and seconded by Hale, to authorize to dismiss Kevin McLeod with Elliott & Britt as the engineer for the City on the Downtown Revitalization Project, also authorize to use PATH for the Downtown Revitalization Project, including engineering. All voting yea, motion carried.

Come out of Executive Session

Motion was made by Alderman Simpson, and seconded by Alderman Tanksley, to come out of Executive Session. All voting yea, motion carried

Adjourn

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

Greg Graves, Mayor

ATTEST:

Katie Harbin, City Clerk