# MINUTES OF THE REGULAR MEETING OF JUNE 19, 2012 OF THE MAYOR AND BOARD OF ALDERMEN OF THE CITY OF SOUTHAVEN, MISSISSIPPI

BE IT REMEMBERED that the Mayor and Board of Aldermen of the City of Southaven, Mississippi met in Regular Session on the 19<sup>th</sup> day of June, 2012 at six o'clock (6:00) p.m. at City Hall.

#### **Present were:**

Greg Guy
Lorine Cady
Ronnie Hale
George Payne
William Brooks
Ricky Jobes
Randall Huling, Jr.
Alderman At Large
Alderman, Ward 1
Alderman, Ward 2
Alderman, Ward 3
Alderman, Ward 4
Alderman, Ward 5
Alderman, Ward 6

Also present were Sheila Heath, City Clerk, Chris Wilson, City Administrator and Nick Manley, City Attorney. Approximately thirty (30) other people were present.

Mayor Davis called the meeting to order. Alderman Cady led in prayer, followed by the Pledge of Allegiance led by Alderman Hale. Next, a motion was made by Alderman Cady to approve the minutes of the regular meeting of May 15, 2012 with any corrections, deletions, or additions necessary. Motion seconded by Alderman Guy. Motion was put to a vote and passed unanimously.

CHURCH ROAD PROJECT DECD-017-(38) B

Mayor Davis reported that this is the final acceptance of the Church Road Widening, Project #DECD-017-(38)B. This will allow the project to be complete and closed out. Alderman Guy made the motion to accept the contract for the DECD project as the final acceptance. Motion was seconded by Alderman Payne. Motion was put to vote and passed unanimously.

#### RESOLUTION TO CLEAN PRIVATE PROPERTY

RESOLUTION GRANTING AUTHORITY TO CLEAN PRIVATE PROPERTY

WHEREAS, the governing authorities of the City of Southaven,
Mississippi, have received numerous complaints regarding the parcel of land
located at the following address, to-wit: 1395 Main Street, 2490 Heather Ridge,
8309 Hackberry Drive, 7660 Brookwood Place, 681 Goodman Road, 7785
Cherry Valley Boulevard, 1743 Northfield Drive, 1676 Custer Drive, 8892
Yorktown Drive, 720 Twinwood Cove, 1080 Parkview Circle North, 8018
Howard Cove, 3260 Plum Point Drive, 2303 Ansley Park Lane, 2435
Cumberland Drive, 5437 Gibbons Cove, 5820 Westminister Lane, to the
effect that the said parcel of land has been neglected whereby the grass height is
in violation and there exist other unsafe conditions and that the parcel of land
in the present condition is deemed to be a menace to the public health and safety
of the community.

WHEREAS, pursuant to Section 21-19-11 of the Mississippi Code

Annotated (1972), the governing authorities of the City of Southaven, Mississippi, provided the owners of the above described parcel of land with notice of the condition of their respective parcel of land and further provided them with notice of a hearing before the Mayor and Board of Aldermen on **Tuesday**, **June 19**, **2012**, by United States mail and by posting said notice, to determine whether or not the said parcel of land were in such a state of uncleanliness as to be a menace to the public health and safety of the community.

WHEREAS, none of the owners of the above described parcel of land appeared at the meeting of the Mayor and Board of Aldermen on **Tuesday**, **June**19, 2012, to voice objection or to offer a defense.

NOW, THEREFORE, BE IT HEREBY RESOLVED, by the Mayor and Board of Alderman of the City of Southaven, Mississippi, that the above described parcel of land located at: 1395 Main Street, 2490 Heather Ridge, 8309 Hackberry Drive, 7660 Brookwood Place, 681 Goodman Road, 7785 Cherry Valley Boulevard, 1743 Northfield Drive, 1676 Custer Drive, 8892 Yorktown Drive, 720 Twinwood Cove, 1080 Parkview Circle North, 8018 Howard Cove, 3260 Plum Point Drive, 2303 Ansley Park Lane, 2435 Cumberland Drive, 5437 Gibbons Cove, 5820 Westminister Lane is deemed in the existing condition to be a menace to the public health and safety of the

community.

**BE IT FURTHER RESOLVED** that the City of Southaven shall, if the owners of the above described parcel of land do not do so themselves, immediately proceed to clean the respective parcel of land, by the use of municipal employees or by contract, by cutting weeds and grass and removing rubbish and other debris.

Following the reading of this Resolution, it was introduced by Alderman Guy and seconded by Alderman Hale. The Resolution was then put to a roll call vote and the results were as follows, to-wit:

| ALDERMAN                        | VOTED  |
|---------------------------------|--------|
| Alderman Greg Guy               | YEA    |
| Alderman Lorine Cady            | YEA    |
| Alderman Ronnie Hale            | YEA    |
| Alderman George Payne           | YEA    |
| Alderman William Brooks         | YEA    |
| Alderman Ricky Jobes            | YEA    |
| Alderman Randall T. Huling, Jr. | ABSENT |

The Resolution, having received a majority vote of all Aldermen present,

was declared adopted on this, the 19th day of June, 2012.

#### POLICE CAR LEASE RESOLUTION

Mayor Davis reported that this is the resolution for the lease agreement with Regions Bank for the lease of the Police vehicles. Alderman Cady made the motion to accept the resolution for the lease of police cars. Alderman Brooks seconded the motion.

Roll call was as follows:

| ALDERMAN        | VOTED  |
|-----------------|--------|
| Alderman Guy    | YEA    |
| Alderman Cady   | YEA    |
| Alderman Hale   | YEA    |
| Alderman Payne  | YEA    |
| Alderman Brooks | YEA    |
| Alderman Jobes  | YEA    |
| Alderman Huling | ABSENT |

Having received a majority of affirmative votes, the Mayor declared that the motion was carried and approved on this the 19<sup>th</sup> day of June, 2012.

Next, Alderman Cady made the motion to give Mayor Davis the authority to sign the documents for the leasing of the Police vehicles with Regions Bank. Motion was seconded by Alderman Payne. Motion was put to vote and passed unanimously. Alderman Huling being absent.

#### PLANNING AGENDA

Mrs. Whitney Choat-Cook, Planning Director presented the Planning Agenda.

Item #1 Application by Danyelle Carter for a conditional use permit to allow a hair salon at 1100 Church Road, Suite 113 in the Ross Family PUD. Mrs. Choat-Cook reported that this is on the North West Corner of Church Road and W.E. Ross Parkway. She reported that it is in compliance and was

approved unanimously by the Planning Commission. Alderman Brooks made the motion to accept Item #1 as presented to this Board. Motion was seconded by Alderman Guy. Motion was put to vote and passed unanimously. Alderman Huling being absent.

Item #2 Application by North Delta Adult Daycare for a conditional use permit to allow a facility to be located at 1200 Stateline Road on the north side of Stateline, west of Millbranch Road. Mrs. Choat-Cook reported that this will be an Adult Daycare. She reported that it would be open Monday to Friday during working hours and will not be over night. She reported that the Planning Commission passed it unanimously. Alderman Cady made the motion to approved Item #2 of the Planning Agenda as presented. Motion was seconded by Alderman Guy. After a long discussion, the motion was put to vote and passed unanimously.

## MAYOR'S REPORT Mayor Davis presented them with a budget revision.

| Code         | Description    | Original Approp | YTD Actual      | Proposed Budget | Amend Amount   |
|--------------|----------------|-----------------|-----------------|-----------------|----------------|
| 0400 561 600 | Service Fees   | \$<br>(45,000)  | \$<br>(57,506)  | \$<br>(57,000)  | \$<br>(12,000) |
| 0400 562 500 | Tap Fees-Water | \$<br>(55,000)  | \$<br>(81,050)  | \$<br>(80,000)  | \$<br>(25,000) |
| 0400 562 800 | Tap Fees-Sewer | \$<br>(100,000) | \$<br>(139,931) | \$<br>(135,000) | \$<br>(35,000) |
| 0400 563 000 | DCRUA Tap Fees | \$<br>(45,500)  | \$<br>(58,000)  | \$<br>(58,000)  | \$<br>(12,500) |
| 0400 564 000 | DCRUA Upgrade  | \$<br>(20,000)  | \$<br>(26,000)  | \$<br>(25,000)  | \$<br>(5,000)  |
|              | Total          |                 |                 |                 | \$<br>(89,500) |
| Code         | Description    | Original Approp | YTD Actual      | Proposed Budget | Amend Amount   |
| 825 611 000  | Materials      | \$              | \$              | \$              | \$             |

|                     |                            | 200,000                         | 167,302                    | 250,000                         | 50,000                       |
|---------------------|----------------------------|---------------------------------|----------------------------|---------------------------------|------------------------------|
| 811 650 800         | Internet Expense           | \$<br>130,000                   | \$<br>136,037              | \$<br>145,000                   | \$<br>15,000                 |
| 815 625 300         | Extensions Improvements    | \$<br>632,000                   | \$<br>545,000              | \$<br>656,500                   | \$<br>24,500                 |
|                     |                            |                                 |                            |                                 | \$<br>89,500                 |
|                     |                            |                                 |                            |                                 | \$<br>-                      |
| Code                | Description                | Original Approp                 | YTD Actual                 | Proposed Budget                 | Amend Amount                 |
| 0010 420 400        | Permits Building           | \$<br>(175,000)                 | \$<br>(222,275)            | \$<br>(220,000)                 | \$<br>(45,000)               |
| 0010 491 900        | Motor Vehicle Tax          | \$<br>(53,000)                  | \$<br>(61,439)             | \$<br>(60,000)                  | \$<br>(7,000)                |
| 0010 490 400        | ABC Tax                    | \$<br>(45,000)                  | \$<br>(49,050)             | \$<br>(55,000)                  | \$<br>(10,000)               |
| 0010 506 000        | Cell Tower Reveune         | \$<br>(125,000)                 | \$<br>(149,092)            | \$<br>(175,000)                 | \$<br>(50,000)               |
| 0010 582 100 St     | reet Bond                  | \$<br>(362,000)                 | \$<br>(447,162)            | \$<br>(447,000)                 | \$<br>(85,000)               |
| 0010                | Fire Grant                 | \$<br>-                         | \$<br>(72,000)             | \$<br>(72,000)                  | \$<br>(72,000)               |
| 0010 502 900        | Fire Prevention Revenue    | \$<br>(17,500)                  | \$<br>(20,089)             | \$<br>(20,000)                  | \$<br>(2,500)                |
| 0010 570 102        | Prior Year Transfer        | \$<br>(2,647,238)               | <b>\$</b><br>-             | \$<br>(4,147,000)               | \$<br>(1,499,762)            |
|                     |                            |                                 |                            |                                 | \$<br>(1,771,262)            |
|                     |                            |                                 |                            |                                 |                              |
| Code<br>211 630 600 | Description Police Vehicle | Original Approp<br>\$<br>30,000 | YTD Actual<br>\$<br>28,450 | Proposed Budget<br>\$<br>74,000 | Amend Amount<br>\$<br>44,000 |
| 211 000 000         | . Shoc vollidio            | 20,000                          | _0,100                     | . 1,000                         | . 1,000                      |

| 211 600 10 | 00 Police Salaries          | \$<br>6,488,852 | \$<br>4,688,264 | \$<br>6,489,614 | \$ 762                          |
|------------|-----------------------------|-----------------|-----------------|-----------------|---------------------------------|
| 902 625 10 | OO Street Ditch Repair      | \$<br>945,500   | \$<br>956,000   | \$<br>2,527,500 | \$<br>1,582,000                 |
| 290 630 40 | 00 Fire Machinery Equipment | \$<br>350,000   | \$<br>233,031   | \$<br>422,000   | \$<br>72,000                    |
| 170 614 00 | 00 Fuel and Oil             | \$<br>5,000     | \$<br>7,116     | \$<br>12,000    | \$<br>7,000                     |
| 180 626 50 | 00 Printing                 | \$<br>-         | \$<br>244       | \$<br>500       | \$<br>500                       |
| 411 640 50 | 00 Park Renovation          | \$<br>200,000   | \$<br>73,000    | \$<br>265,000   | \$<br>65,000<br>\$<br>1,771,262 |
|            |                             |                 |                 |                 | \$<br>-                         |
| 0240 560 1 | 103 MML Sponsorships        | \$<br>(25,000)  | \$<br>(160,000) | \$<br>(55,500)  | \$<br>(30,500)                  |
| 611 622 10 | 01 MML Expenses             | \$<br>50,000    | \$<br>-         | \$<br>80,500    | \$<br>30,500                    |
|            |                             |                 |                 |                 | \$                              |

After a discussion, Alderman Cady made the motion to approve the budget revision as presented to this Board. Motion was seconded by Alderman Huling. Motion was put to vote and passed unanimously.

Next, Mayor Davis reported that the City will have service fees that will need to be paid the night of the reception. He stated that he needed permission to spend that money and write a demand check for the service fees for the reception that will be held. Alderman Huling made the motion to allow the

funds from tourism be spent and allow the demand checks to be written. Motion was seconded by Alderman Brooks. Alderman Hale asked if the money will be spent from the sponsor money. Mayor Davis stated that it would be. Motion was put to vote and vote was as follow:

YEA.

Alderman Guy, Alderman Cady, Alderman Hale, Alderman Payne, Alderman Brooks, Alderman Huling.

NAY, Alderman Jobes

Motion passed with a 6-1 vote.

Next, Mayor Davis reported that Judge Perry had sent him a letter regarding court fines and assessments. The State of Mississippi sets the cost for fines. The attached lists are the changes made by the State Legislators that will go into effect July 1, 2012. He reported that the City has cut a fine by .25 cents so Court will not deal with coins. Alderman Cady made the motion to accept Judge Perry's recommendation to set the fines and assessments. Motion was seconded by Alderman Guy. Motion was put to vote and passed unanimously.

Next, Mayor Davis stated that Butler Snow has sent the contract to be approved by this Board. He stated that he met with Nick Manley about this contract. He stated that they would make the change to be from July 1, 2012 to July 1, 2013. Alderman Huling made the motion to allow Mayor Davis to enter into the contract with Butler Snow. Motion was seconded by Alderman Payne. Motion was put to vote and passed unanimously.

**CITIZEN'S AGENDA:** 

No Citizen's Agenda

PERSONNEL DOCKET

### Personnel Docket 6/19/2012

#### **Payroll Additions**

| Name              | Position               | Department              | Date of Hire         | Rate of<br>Pay |
|-------------------|------------------------|-------------------------|----------------------|----------------|
| Nathan Hay        | <b>Grounds Crew</b>    | Parks Tournaments - 412 | 6/8/2012             | \$7.25         |
| Cameron Taylor    | <b>Grounds Crew</b>    | Parks Tournaments - 412 | 6/8/2012             | \$7.25         |
| Ian Painter       | <b>Grounds Crew</b>    | Parks Tournaments - 412 | 6/8/2012             | \$7.25         |
| Brandon Allen     | <b>Grounds Crew</b>    | Parks Tournaments - 412 | 6/8/2012             | \$7.25         |
| Brajun Williams   | <b>Grounds Crew</b>    | Parks Tournaments - 412 | 6/8/2012             | \$7.25         |
| Kamerone Coleman  | <b>Grounds Crew</b>    | Parks Tournaments - 412 | 6/8/2012             | \$7.25         |
| Jeffery Knowles   | <b>Grounds Crew</b>    | Parks Tournaments - 412 | 6/8/2012             | \$7.25         |
| Tasha Robinson    | Dispatcher II          | Police - 211            | 6/18/2012            | \$18.02        |
| Michael Payne     | Field Maintenance Tech | Utilities - 825         | 6/18/2012            | \$10.00        |
| Payroll Deletions |                        |                         |                      |                |
| Name              | Position               | Department              | Date of Termination  | Rate of<br>Pay |
| Rhett Lashley     | FFIII                  | Fire - 290              | 6/23/2012 - resigned | \$14.17        |
| Promotions        |                        |                         |                      |                |
| Name              | Position Promoted To   | Department              | Effective Date       | Rate of<br>Pay |
| Justin Fox        | Sergeant               | Police - 211            | 6/23/2012            | \$19.98        |

Alderman Brooks made the motion to approve the Personnel Docket as presented to this Board. Motion was seconded by Alderman Huling. Motion was put to vote and passed unanimously.

#### **COMMITTEE REPORTS**

Alderman Cady reported that the Infrastructure Committee met regarding the Meter Reading bid. Ray Humphrey, Utility Director, came before the Board reporting that we sent out an RFP's for the meter reading service. He reported that he received two proposals that met the specification. Mr. Humphrey reported that Reynolds was the lowest bidder and he is

requesting that this Board would consider them as the lowest and best bid. Mayor Davis reported that he ran the figures and for the City to hire the meter readers it would cost approximately \$281,736.00 per year. Reynolds Meter Reading Service bid approximately \$128,100.00 per year. Alderman Cady made the motion to accept the recommendation of Mr. Humphrey to accept Reynolds Meter Reading Service as the lowest and best bid and allow Mayor Davis to enter into the contract with them. Motion was seconded by Alderman Payne. Motion was put to vote and passed unanimously.

Alderman Guy reported from the Parks Committee. He stated that they have several park improvements listed. He stated that they have looked at all the Parks in the City. The Parks Committee requests that the Board approve the following Parks for improvements.

Trinity Lakes Park
Swinnea Park
Vicksburg Park
Chaparral Park
Life Park
Brookhaven Park (Dickens Park)
Pecan Grove Park
Milford Park

Mayor Davis reported that the Milford Park will also become a dog park. He reported that it will be approximately one acre to an acre and a half area that will be fenced in. Alderman Guy made the motion to approve the list of parks to be improved. Motion was seconded by Alderman Huling. Motion was put to vote and passed unanimously.

Next Alderman Payne reported from the Ordinance Committee. He reported that the committee met last week along with Chris Wilson and Mayor Davis. He stated that they looked over and approved a tourism ordinance. This gives the details of how the tourism money can be spent along with details of the process of spending from this fund. Alderman Payne made the motion that it be ordained that Chapter 1, Section 1-2 of the City Ordinance be amended as follows:

#### Ordinance

Chapter 1 –General

#### Sec. 1-2 Tourism Fund

- (a) Monies collected by the City pursuant to Chapter 933 House Bill 1618 (1993 Regular Session) ("Legislation") shall be allocated to the City of Southaven ("City") Tourism Fund and not the General Fund.
- (b) The monies collected pursuant to the Legislation shall be dedicated solely for the purpose of carrying out programs and activities which are designated by the governing authorities of the City and which are designed to attract conventions and tourists into the City.
- (c) Before the expenditures of the monies collected under the Legislation, a budget reflecting the anticipated receipts and expenditures for purposes such as promotion, advertising and operation, shall be approved by the governing authorities of the City. The budget shall be on the same fiscal basis as the budget of the City.
- (d) Tourism funds shall be authorized and appropriated by the mayor or member of the governing authority in accordance with the Legislation and shall be used for promoting and encouraging progress and growth for the City and for favorable advertising and publicity.
- (e) In the event that the Mayor and/or member of the Board of Aldermen shall seek reimbursement from the Tourism Fund, the individual shall be reimbursed from the City Tourism Fund, upon the presentation to the City Clerk of an original detailed receipt indicating the total amount expended for purposes in compliance with the Legislation, along with a detailed explanation of the purpose(s) of the expenditure and approval by the City Board of Aldermen. Any expenditure of Tourism Funds not approved by the City Board of Aldermen shall be the liability of the individual making the expenditure.
- (f) Tourism Funds may be budgeted for and expended for tourism related programs and events, such as but not limited to, Southaven Springfest, Dizzy Dean Baseball Tournaments and other pre-approved events as budgeted by the Governing Authority.
- (g) Only the Mayor of the City or members of the City's Board of Aldermen shall be eligible to be reimbursed from the City Tourism Fund.

Motion was seconded by Alderman Huling. Mayor reported that this took the policy in the City of Southaven Handbook and put it in a City Ordinance. The ordinance tightened it down and is in compliance with State of Mississippi Law. Motion was seconded by Alderman Huling. Alderman Guy asked if it changed the approval process. Mayor Davis stated that it did not. Alderman Payne stated that all expenses have to be approved by the Board and receipts must be turned in or the City will not pay for that expenditure. Mayor Davis called for a roll call:

#### Roll call was as follows:

| ALDERMAN        | VOTED |
|-----------------|-------|
| Alderman Guy    | YEA   |
| Alderman Cady   | YEA   |
| Alderman Hale   | YEA   |
| Alderman Payne  | YEA   |
| Alderman Brooks | YEA   |
| Alderman Jobes  | YEA   |
| Alderman Huling | YEA   |

Having received a majority of affirmative votes, the Mayor declared that the motion was carried and approved on this the 19<sup>th</sup> day of June, 2012.

Next, Alderman Huling reported from the Personnel Committee. He reported that the Personnel Committee had sent out a policy to each of the Board members. Alderman Huling stated that this policy has been reviewed by the City Attorney. Alderman Huling made the motion to approve the Travel and Expenses policy and add the amendment to the City handbook. Motion was seconded by Alderman Payne. Motion was put to vote and passed unanimously. The policy is as follow:

#### O. TRAVEL AND EXPENSES

#### Travel Approval

Employees traveling within the State of Mississippi shall provide department head authorization prior to being approved for official travel. Employees traveling out-of-state shall provide department head authorization as well as the Chief Administrative Officer (CAO) authorization prior to being approved for official travel. CAO is defined in accordance with Mississippi Code of 1972 Section 21-3-25 and with the City of Southaven Municipal Ordinances.

The City's elected officials wishing to travel for official business within the United States shall require individual authorization from the City Board of Alderman through an official Board action.

#### Allowable Expenses

If an officer or employee (part-time or full-time) is required to travel in the performance of an official duty (official travel), travel expenses incurred by the officer or employee related to the official travel may be paid or reimbursed by the City of Southaven ("City") in accordance with Mississippi Code of 1972 Sections 21-39-27, 25-3-41, 25-3-45 and any other section of Mississippi Code of 1972 that applies to official travel and/or reimbursement/payment thereof.

Travel expenses shall include, but not be limited to: mileage, taxi fares, rental car expense, public carrier fares (airplane, bus, train), conference/seminar registration fees, lodging expenses, meal expenses, telephone charges, baggage handling charges, hotel/airport parking fees.

In order for an officer or employee (part-time or full-time) of the City to be reimbursed for any official travel related expense, the required approval must be obtained as stated above. Detailed receipt(s) or similar support must be provided stating the purpose of the expense, excluding meals. The original invoice for which reimbursement is claimed must be attached. Invoices must be submitted for hotel, airfare and airport parking and other charges in excess of \$10.00. For hotels, reimbursement is made for only the single room rate.

Mileage if using a personal car shall also be reimbursed at the current federal approved mileage rate. Where two (2) or more officers or employees travel in one (1) privately-owned motor vehicle, only one (1) travel expense allowance at the authorized rate per mile shall be allowed for any one (1) trip. When the travel is done by means of a public carrier or other means not involving a privately-owned motor vehicle, then the officer or employee shall receive as travel expense the actual fare or other expenses incurred in such travel.

#### **Travel Advances**

Any officer or employee (part-time or full-time) of the City, who is required to travel in the performance of his official duties, may receive funds before the travel, in the discretion of the administrative head of the employee's department, board or commission involved, for the purpose of paying necessary expenses incurred during the travel within appropriated and approved municipal budget.

Upon return from the travel, the officer or employee shall provide receipts of lodging, meals, and other expenses incurred during the travel. Any portion of the funds advanced which is not expended during the travel shall be returned by the officer or employee.

#### Meal Reimbursement

The city shall reimburse the maximum daily meal amount as determined by State of Mississippi and the State Department of Finance and Administration for each day or half day of travel.

Officer and employees shall be reimbursed the actual cost of meals incident to official travel, not to exceed the daily maximum for the specific location of assignment. Meal tips should be included in the actual cost of the meal unless the inclusion of the tips causes the meals to exceed the maximum daily meal reimbursement (as noted below). If the daily meal limitations would be exceeded, then the tips can be separated and recorded as other expenses. All tips reported in this manner should be totaled for the day and not exceed 15% of the maximum daily meal reimbursement or the actual meal expense, whichever is less. Alcoholic beverages are not reimbursable. Reimbursement shall be made based on the following sliding scale not to exceed the following rates:

| Federal Register<br>Maximum Per Diem Rate | Maximum State<br>Reimbursement Rate |  |
|---|-------------------------------------|--|
| \$1-\$123                                 | \$36.00                             |  |
| \$124 - \$149                             | \$41.00                             |  |
| \$150 - up                                | \$46.00                             |  |

#### City Issued Credit Card Travel Expenses

The City may acquire one or more credit cards which may be used by members of the governing authority of the City and City employees to pay expenses incurred by them when traveling in or out of the state in the performance of their official duties. The municipal clerk shall maintain complete records of all credit card numbers and all receipts and other documents relating to the use of such credit cards.

The members of the governing authority and City employees shall furnish receipts for the use of such credit cards each month to the City clerk who shall submit a written report monthly to the governing authority. The report shall include an itemized list of all expenditures and use of the credit cards for the month, and such expenditures may be allowed for payment by the municipality in the same manner as other items on the claims docket.

The issuance of a credit card to a member of the governing authority or City employee

under the provisions of this section does not authorize the member of the governing authority or City employee to use the credit card to make any expenditure that is not otherwise authorized by law. Any member of the governing authority or City employee who uses the credit card to make any expenditure that is not approved for payment by the governing authority shall be personally liable for the expenditure and shall reimburse the City. The employee shall be subject to all interest and fees and other charges related to the collection of expenditures not approved by the governing authority.

Any travel expenses paid for by a City issued credit card or a personal debit/credit card shall require a receipt prior to any payment and/or reimbursement. Failure to provide any receipt shall make the individual incurring the travel expense personally liable for the expense(s). In accordance with the Mississippi Code of 1972, Section 25-3-45, anyone who knowingly and willfully violates any provisions of the law, is guilty of a misdemeanor. The penalty for conviction is loss of job, a fine of not more than \$250.00, and civil liability for the full amount of the expenses illegally received, allowed, or approved. The person receiving the reimbursement is also liable whether the violation was willful or not.

Amended June 19,

2012

Next, Alderman Brooks reported from the Sanitation Committee. Alderman Brooks asked that we open the floor for discussion on the REP for trash pickup. Mayor Davis asked the low bidder from Waste Pro to come before the Board. Mr. Wally Carter, Senior VP of Waste Pro and Deuce McAllister, Head of Municipal Marketing. Mr. Carter stated that they are excited to locate here in Southaven. He stated that his company has approximately 2,500 employees throughout the different states they work in. He stated that they are the largest garbage company in the Country. Waste Pro has 125 government contracts and they have never defaulted on a contract. Alderman Brooks reported his concerns with only having such a small amount of vehicles out there to pick up trash. Mr. Carter stated that he feels like he has bid an appropriate number of vehicles but if he finds out it is not, the bid price will not increase. He stated that he will bring in whatever number of trucks required to get the trash picked up and it will not be any additional cost to the City. He also stated that they will hire the employee's from this area. Alderman Guy stated that he would like to see, in the contract with the City, a clause that they are willing to bring in whatever number of vehicles it takes to pick the trash up at no additional cost to the

City. Mr. Carter agreed that it would need to go into the contract. Mayor Davis asked Mr. Carter if he knew he goes back to his base bid every year. and then adds the CPI. Mayor Davis stated that every year the cost would go back to the base cost and those years CIP. Mr. Carter stated that it would be accumulative. Mr. Carter stated that it would be previous year plus CPI. Next, Jamie Harris, Jr. came before the Board. He reported that his company has picked up trash in Southaven for the last 5 years. He stated that they have been doing this with 5 bucket trucks. He feels like the service would suffer if they cut back to 3 trucks. He reported that there is a lot of additional work they do for the City, such as large brush piles. He asked that the Board would consider the fact that they will not be able to get the same productivity out of 3 compaction trucks that his company would get out of the 5 knuckle boom trucks. Mr. Harris stated that he bid two ways. One with the cost plus CPI every year. The other was a flat cost every year, with no CPI adjustment. He felt like that would be better for the City with budgeting purpose. Alderman Payne stated that the CPI would be the same with both bidders. Alderman Cady stated that the Committee spent a lot of time interviewing both companies. She stated that in the 5 years JLJ has been picking up trash, she has not received a complaint at all. She just would like to know that the service will be good. She also stated that she likes the fact that if we do have an issue, we have local people we can go to and fix what issue we may have.

Alderman Huling made the motion the motion that JLJ be awarded the contract for trash pick-up. Motion was seconded by Alderman Cady. Mayor Davis called for a roll call:

#### Roll call was as follows:

| ALDERMAN        | VOTED |
|-----------------|-------|
| Alderman Guy    | NAY   |
| Alderman Cady   | YEA   |
| Alderman Hale   | NAY   |
| Alderman Payne  | NAY   |
| Alderman Brooks | NAY   |
| Alderman Jobes  | NAY   |
| Alderman Huling | YEA   |

Having received a majority of affirmative votes, the Mayor declared that the

motion failed on this the 19th day of June, 2012.

Next, Alderman Payne made the motion to accept the bid from Waste Pro. Motion was seconded by Alderman Jobes. Mayor Davis called for a roll call:

#### Roll call was as follows:

| ALDERMAN        | VOTED |
|-----------------|-------|
| Alderman Guy    | YEA   |
| Alderman Cady   | NAY   |
| Alderman Hale   | YEA   |
| Alderman Payne  | YEA   |
| Alderman Brooks | YEA   |
| Alderman Jobes  | YEA   |
| Alderman Huling | NAY   |

Having received a majority of affirmative votes, the Mayor declared that the motion was carried and approved on this the 19<sup>th</sup> day of June, 2012.

#### **ATTORNEY'S LEGAL UPDATE**

No Attorney's Legal Update

#### **OLD BUSINESS**

**No Old Business** 

#### **PROGRESS REPORTS**

**No Progress Reports** 

#### **CLAIMS DOCKET:**

A motion was made by Alderman Jobes to approve the Claims Docket of

June 19, 2012, including demand checks and payroll in the amount of \$734,101.89. Motion was seconded by Alderman Guy. Motion was put to vote:

#### **Excluding voucher numbers:**

183592, 183599, 183601, 184088, 184089, 184097, 184150.

#### Roll call was as follows:

| ALDERMAN        | VOTED |
|-----------------|-------|
| Alderman Guy    | YEA   |
| Alderman Cady   | YEA   |
| Alderman Hale   | YEA   |
| Alderman Payne  | YEA   |
| Alderman Brooks | YEA   |
| Alderman Jobes  | YEA   |
| Alderman Huling | YEA   |

Having received a majority of affirmative votes, the Mayor declared that the motion was carried and approved for payment on this the 19<sup>th</sup> day of June, 2012.

#### **PERSONNEL & LITIGATION**

#### **No Personnel & Litigation**

There being no further business to come before the Board of Aldermen, a motion was made by Alderman Guy to adjourn. Motion was seconded by Alderman Brooks. Motion was put to a vote and passed unanimously, June 19, 2012 at 7:35 p.m.

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|                          | Charles G. Davis<br>Mayor |
|--------------------------|---------------------------|
|                          |                           |
|                          |                           |
| Sheila Heath, City Clerk |                           |