

BE IT REMEMBERED that the Mayor and Board of Aldermen met on December 6, 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, Hale, Moore, and Tanksley. Also present were: City Clerk Katie Harbin, City Attorney Ginger Miller, Police Chief Richard Chandler, Assistant Police Chief Matthew Defore, Fire Captain Ross, Fire Inspector Brevin Holden, Building Official Jim Huestis, Parks Director Rob Boyd, Public Works Director Jeff Rich, Brett Brown, Tate Record, Joe Cooper, Michael Cathey. Alderman Moore was present via phone.

Alderman Tanksley gave the invocation.

Approve Agenda

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

December 6, 2022
City Hall 5pm

1. Call to Order, Prayer, Roll Call
2. Welcome
3. Approve Agenda
4. Approve Employee Handbook with discussion of PTO
5. Department Reports
6. Police Presentation, Assistant Chief Defore

Consent Agenda

7. Approve Minutes from the Regular Mayor and Board of Aldermen meeting on November 15, 2022
8. Approve Docket of Claims numbers: 26706 – 26944 for a total of \$1,283,618.49
9. Authorize to reimburse the Tate County Sheriff Office for cash bond paid to us by mistake in the amount of \$216.50
10. Authorize to accept the grant from the Leary Firefighters Foundation in the amount of \$17,342.50
11. Authorize Public Works Director Jeff Rich and Gas Supervisor David Cooke to attend the MS Natural Gas Association's 35th Annual Tradeshow on January 24 – 26, 2023, also authorize to pay registration and travel expenses
12. Authorize Firemen James Cole, Evan Gilder, Howard Boling and Butch Sowell to attend the Hazardous Materials Technician at the Batesville Fire Department on January 9 – 20, 2023, also authorize to pay registration and travel expenses
13. Authorize to hire Dan Williams as a full-time Firefighter at the rate of F1
14. Authorize to hire Tanner Parker as a part-time Firefighter at entry level
15. Authorize to promote David Estep to Sewer Supervisor with a pay increase
16. Authorize to hire Keegan Duncan as a uncertified Police Officer at a P1, pending background and physical results

17. Authorize the Police Department to purchase a Dual-Purpose K-9 from Blue Streak K-9 in the amount of \$7,500 (money to come from the K9 Assessment fund)
18. Authorize to purchase the Finger Pro ID Basic Package with computer and printer for \$8,565 from AD&S Inc. (\$3,000 coming from grant funds)
19. Authorize Mayor Graves to sign the Annual Software Maintenance Agreement with BBI
20. Authorize Mayor Graves to sign the Annual Hardware Maintenance Agreement with BBI
21. Authorize Mayor Graves to sign a Professional Services Agreement with AMH Janitorial, LLC for cleaning services
22. Authorize to accept the lowest and best bid from Eldridge Services Inc. in the amount of \$9,215 to replace heat and air unit (a building with Public Works)
23. Authorize Jada Mayer to be a signer on all City of Senatobia bank accounts
24. Approve construction plans for water project with the MCWI project (tower, loops, lines)
25. Authorize to begin engineering phase of New Image sewage to our treatment plant
26. Authorize to set a Public Hearing on January 3, 2023, for an application for rezoning from the Senatobia Municipal School District to rezone property located at 4810 Hwy 51 N from Gov. to R-2
27. Authorize Public Works employee James Jackson to use his accrued personal time that will be in excess of his annual accrual rate
28. Authorize to pay Cerberus Investments final payment for the Police Building renovation in the amount of \$33,424.20

Mayor's Corner

Fence Ordinance

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

Approve Employee Handbook with discussion of PTO

Mayor Graves advised the Board that in front of them was a draft employee handbook that we were looking to adopt along with some personal time off comparisons of what we currently have with some other cities around us.

Alderman Hale provided copies of Northwest Community College's leave policy, to look over also.

Alderman Simpson stated that Northwest Community College has a nice, generous, policy for employees. It gives more sick time in the beginning and then less the longer you are employed but it is offset by getting more vacation time the longer you are employed.

Alderman Hale stated that NWCC's policy is generous.

Motion was made by Alderman Simpson, seconded by Alderman Hale, to adopt the amended handbook presented, removing the current leave policy, and adding a leave policy mimicking the Northwest Community College leave policy, as presented. All voting yea, motion carried.

Department Reports

Fire Captain Ross went over the Fire Department report and items on the agenda.

Public Works Director Jeff Rich went over the monthly report and current things going on.

Parks Director Rob Boyd went over their report and items they are working on. They are thinking that it will be best to wait a little while before putting the artificial turf project out to bid, since the project won't need to start until after the spring season.

Police Chief Chandler went over the Police Report. Chief Chandler informed the Board of a few recent incidents regarding the jail. Chief Chandler stated they took someone to the jail to use their breathalyzer and was denied use of it. The Sheriff will not allow our officers to enter the jail unless they turn their body camera's off. Chief Chandler stated turning them off while having a suspect in custody is against our policy. Another incident, we had a suspect in custody who was intoxicated, took him to the jail, about to hand over to the jail and the suspect stated he needed an ambulance. The sheriff's staff then denied accepting the suspect. We called an ambulance for the suspect and had to release him to the ambulance in the parking lot. This same suspect has a history of repeating this situation.

Alderman Simpson asked why this is happening.

Police Chief Chandler answered he doesn't know. He has tried reaching out to the Sheriff to speak about it but has not received any calls or texts back.

Alderman Simpson stated so Chief Chandler, you are doing what you are supposed to do. You get a call, go out there, deal with the suspect, remove them from being a further threat to the community, take them to the jail and then the Sheriff just denies accepting the suspect. Even though we have an agreement with them for this service.

Police Chief Chandler answered yes sir.

Alderman Simpson stated and then the suspect has to be released back into the community, where they were a threat to the citizens.

Police Chief Chandler answered unfortunately yes.

Police Presentation

Assistant Chief Defore presented a presentation on Administration Internal Complaints and Corrective Actions with the Mayor and Board of Aldermen. Assistant Chief Defore had reports of the different types of complains from each level and how the process worked, and then went over the corrective actions offered and the end results.

Consent Agenda

Mayor Graves went over each consent agenda item, numbers 7-25, asked if anyone had any questions.

No questions were asked.

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

Approve Minutes from the Regular Mayor and Board of Aldermen meeting on November 15, 2022

Motion was made by Alderman Hale, seconded by Alderman Dear, to approve the Minutes from the Regular Mayor and Board of Aldermen Meeting on November 15, 2022. All voting yea, motion carried.

Approve Docket of Claims numbers: 26706 - 26944 for a total of \$1,283,618.49

Motion was made by Alderman Hale, seconded by Alderman Dear, to approve Docket of Claim numbers 26706 - 26944 for a total of \$1,283,618.49. All voting yea, motion carried.

Authorize to reimburse Tate County Sheriff Office for a cash bond paid to us by mistake in the amount of \$216.50.

Motion was made by Alderman Hale, seconded by Alderman Dear, to authorize to reimburse Tate County Sheriff Office for a cash bond paid to us by mistake in the amount of \$216.50. All voting yea, motion carried.

Authorize to accept the grant from the Leary Firefighters Foundation in the amount of \$17,342.50

Motion was made by Alderman Hale, seconded by Alderman Dear, to accept the grant from the Leary Firefighters Foundation in the amount of \$17,342.50. All voting yea, motion carried.

Authorize Public Works Director Jeff Rich and Gas Supervisor David Cooke to attend the MS Natural Gas Association's 35th Annual Tradeshow on January 24 – 26, 2023, also authorize to pay registration and travel expenses

Motion was made by Alderman Hale, seconded by Alderman Dear, to authorize Public Works Director Jeff Rich and Gas Supervisor David Cooke to attend the MS Natural Gas Association's 35th Annual Tradeshow on January 24 – 26, 2023, also authorize to pay registration and travel expenses. All voting yea, motion carried.

Authorize Firemen James Cole, Evan Gilder, Howard Boling and Butch Sowell to attend the Hazardous Materials Technician at the Batesville Fire Department on January 9 – 20, 2023, also authorize to pay registration and travel expenses

Motion was made by Alderman Hale, seconded by Alderman Dear, to authorize Firemen James Cole, Evan Gilder, Howard Boling and Butch Sowell to attend the Hazardous Materials Technician at the Batesville Fire Department on January 9 – 20, 2023, also authorize to pay registration and travel expenses. All voting yea, motion carried

Authorize to hire Dan Williams as a full-time Firefighter at the rate of F1, \$13.65 per hour, pending background and physical results

Motion was made by Alderman Hale, seconded by Alderman Dear, to authorize to hire Dan Williams as a full-time Firefighter at a rate of P1, \$13.65 per hour, pending background and physical results. All voting yea, motion carried

Authorize to hire Tanner Parker as a part-time Firefighter at an entry level with a pay of \$11.55 per hour, pending background and physical results

Motion was made by Alderman Hale, seconded by Alderman Dear, to authorize to hire Tanner Parker as a part-time Firefighter at an entry level with a pay of \$11.55 per hour, pending background and physical results. All voting yea, motion carried

Authorize to promote David Estep to Sewer Supervisor with a raise of \$1.00 per hour

Motion was made by Alderman Hale, seconded by Alderman Dear, to authorize to promote Public Works employee David Estep to Sewer Supervisor with a raise of \$1.00 per hour. All voting yea, motion carried

Authorize to hire Keegan Duncan as a uncertified Police Officer at a P1 rate of \$16.50 per hour, pending background and physical results

Motion was made by Alderman Hale, seconded by Alderman Dear, to authorize to hire Keegan Duncan as an uncertified full-time Police Officer at a P1 rate of \$16.50 per hour, pending background and physical results. All voting yea, motion carried

Authorize the Police Department to purchase a Dual-Purpose K-9 from Blue Streak K-9 for the amount of \$7,500 (money to come from the K9 Assessment fund)

Motion was made by Alderman Hale, seconded by Alderman Dear, to authorize the Police Department to purchase a Dual-Purpose K-9 from Blue Streak K-9 for the amount of \$7,500, money coming from the K9 Assessment fund. All voting yea, motion carried.

Authorize to purchase the Finger Pro ID Basic Package with computer and printer for \$8,565 from AD&S Inc. (\$3,000 coming from grant funds)

Motion was made by Alderman Hale, seconded by Alderman Dear, to authorize to purchase the Finger Pro ID Basic Package with computer and printer for \$8,565 from AD&S Inc. (\$3,000 coming from grant funds). All voting yea, motion carried.

Authorize Mayor Graves to sign the Annual Software Maintenance Agreement with BBI

Motion was made by Alderman Hale, seconded by Alderman Dear, to authorize Mayor Graves to sign the Annual Software Maintenance Agreement with BBI. All voting yea, motion carried.

Authorize Mayor Graves to sign the Annual Hardware Maintenance Agreement with BBI

Motion was made by Alderman Hale, seconded by Alderman Dear, to authorize Mayor Graves to sign the Annual Hardware Maintenance Agreement with BBI. All voting yea, motion carried.

Authorize Mayor Graves to sign a Professional Services Agreement with AMH Janitorial, LLC for cleaning services

Motion was made by Alderman Hale, seconded by Alderman Dear, to authorize Mayor Graves to sign a Professional Services Agreement with AMH Janitorial, LLC for cleaning services. All voting yea, motion carried

Authorize to accept the lowest and best bid from Eldridge Services Inc. in the amount of \$9,215 to replace heat and air unit (a building with Public Works)

Motion was made by Alderman Hale, seconded by Alderman Dear, to authorize to accept the lowest and best bid from Eldridge Services Inc., in the amount of \$9,215 to replace a heat and air unit in a Public Works Office. All voting yea, motion carried.

Authorize Jada Mayer to be a signer on all City of Senatobia bank accounts

Motion was made by Alderman Hale, seconded by Alderman Dear, to authorize Jada Mayer to be a signer on all City of Senatobia bank accounts. All voting yea, motion carried.

Approve construction plans for water project with the MCWI project (tower, loops, lines)

Motion was made by Alderman Hale, seconded by Alderman Dear, to approve construction plans for the water project with the MCWI project for a tower, loops, and lines. All voting yea, motion carried.

Authorize to begin engineering phase of New Image sewage to our treatment plant

Motion was made by Alderman Hale, seconded by Alderman Dear, to authorize to begin the engineering phase of sending the New Image sewage to our treatment plant. All voting yea, motion carried.

Authorize to set a Public Hearing on January 3, 2023, for an application for rezoning from the Senatobia Municipal School District to rezone property located at 4810 Hwy 51 N from Gov. to R-2

Motion was made by Alderman Hale, seconded by Alderman Dear, to authorize to set a Public Hearing on January 3, 2023, for an application for rezoning from the Senatobia Municipal School District to rezone property located at 4810 Hwy 51 N from Gov. to R-2. All voting yea, motion carried.

Authorize Public Works employee James Jackson to use his accrued personal time that will be in excess of his annual accrual rate

Motion was made by Alderman Hale, seconded by Alderman Dear, to authorize Public Works employee James Jackson to use his accrued personal time that will be in excess of his annual accrual rate. All voting yea, motion carried.

Authorize to pay Cerberus Investments final payment for the Police Building renovation in the amount of \$33,424.20

Motion was made by Alderman Hale, seconded by Alderman Dear, to authorize to pay Cerberus Investments final payment for the Police Building renovation in the amount of \$33,424.20. All voting yea, motion carried.

Mayor's CornerFence Ordinance

Mayor Graves advised the Board that he gave them a copy of a Fence Ordinance from Madison and some pictures of the issues we are having around the city. Some of these fences are falling down, rotting, broken, etc. Mayor aske the Board to look over the information so we can discuss it at another meeting.

Adjourn

Motion was made by Alderman Simpson, and seconded by Alderman Tanksley, to recess until December 20, 2022. All voting yea, motion carried.

Greg Graves, Mayor

ATTEST:

Katie Harbin –City Clerk