

BE IT REMEMBERED that the Mayor and Board of Aldermen met on February 7, 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: Simpson, Dear, Hale, Moore, and Tanksley. Also present were: City Clerk Katie Harbin, City Attorney Ginger Miller, Police Chief Richard Chandler, Assistant Police Chief Defore, Fire Chief Ethan Foresman, Fire Inspector Brevin Holden, FLSE/PIO Chantay Rhone, Building Official Jim Huestis, Public Works Director Jeff Rich, Utility Billing Supervisor Earnestine Cowans, Parks and Recreation Director Rob Boyd, Jeff Underwood with Senatobia Municipal Schools, Jennifer Bouchillon, Community Development/Tourism Director Jamie Sowell, Thurman Caldwell, Michael Cathey, Michelle Huestis, Animal Shelter Director Kris Robinson, Joe Cooper, Jay Stapleton, Karen Brown with Sycamore Arts, and A. Mote

Alderman Moore gave the invocation.

Approve Agenda

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

February 7, 2023  
City Hall 5pm

1. Call to Order, Prayer, Roll Call
2. Welcome
3. Approve Agenda
4. Public Hearing for an Application for Rezoning of the property located at 4810 Hwy 51 N Senatobia, MS from Government to R-2, submitted by Senatobia Municipal Schools District
5. Request from Sycamore Arts, Karen Brown (previously given \$6,000)
6. Request from Senatobia Main Street for Five Star City Fest Sponsorship (\$5,000)
7. Discussion of Downtown Christmas Decoration – Main Street
8. Comprehensive Plan Update from CMPDD
9. Adopt amended Employee Handbook
10. Department Reports

**Consent Agenda**

11. Approve Minutes from the Regular Mayor and Board of Aldermen meeting on January 17, 2023
12. Approve Minutes from the Special Mayor and Board of Aldermen meeting on January 24, 2023
13. Approve Docket of Claims numbers: 27418 – 27689 for a total of \$792,580.89
14. Authorize to pay Invoice 199096 from iWorQ in the amount of \$9,000.00 (work order system)
15. Authorize to accept the FEMA American Firefighters Grant FY21 in the amount of \$30,771.42
16. Authorize to accept the Community Foundation of NW MS Early Childhood Education grant in the amount of \$500.00 for Excel by 5 Senatobia

17. Authorize Katie Harbin and Francis Johnson to attend the Spring Municipal Clerks Conference in Cleveland, MS on April 26-28, 2023, also authorize to pay registration and travel expenses
18. Authorize Tameka Herron to attend the Court Clerks Conference in Biloxi, MS on June 25 – 29, 2023, also authorize to pay registration and travel expenses
19. Authorize Sgt. Blake Warren to attend the ROCIC 2023 Spring Conference on March 11-15, 2023 in Nashville, TN, also authorize to pay registration and travel expenses
20. Authorize Firefighters Greg Atkinson, Evan Gilder, Ellis Brown and Dan Williams to attend Training at the Crossroads in Corinth, MS on March 31 – April 2, 2023, also authorize to pay registration and travel expenses
21. Authorize Fire Chief Foresman and Chantay Rhone to attend the Firefighters and Chiefs Summer Conference in Natchez, MS on June 1 – 4, 2023, also authorize to pay registration and travel expenses
22. Authorize Public Works Director Jeff Rich and Gas Supervisor David Cooke to attend the MS Natural Gas Association Annual Conference in Orange Beach, AL on July 11 – 14, 2023, also authorize to pay registration and travel expenses
23. Authorize Officer Maze to attend the DARE Conference in Gulfport, MS on July 18 – 20, 2023, also authorize to pay registration and travel expenses
24. Authorize to raise the salary for Public Works Street Department employee Hardy Wilcox to \$11.90 an hour effective January 3, 2023
25. Authorize to accept the resignation from Police Officer Horton effective January 26, 2023
26. Authorize to accept the resignation from Evidence/Crime Scene Technician Elardo effective February 17, 2023
27. Authorize to accept the resignation from Police Officer Wilson effective February 4, 2023
28. Authorize to Re-appoint Earle Moore to the Senatobia Historic Preservation Commission for a 4-year term expiring January 2027
29. Authorize to Re-appoint Carole Givens to the Senatobia Historic Preservation Commission for a 4-year term expiring January 2027
30. Authorize to Re-appoint Melvin McClure to the Senatobia Historic Preservation Commission for a 1-year term expiring January 2024
31. Authorize to Re-appoint Bob Monroe to the Senatobia Historic Preservation Commission for a 1-year term expiring January 2024
32. Authorize to advertise for Professional Demolition Services for the Dee's Oil and Days Inn building
33. Authorize to approve the Final Plat for Merryhill Ranch Neighborhood Market located at the S/W Corner of Merryhill Ranch Rd and Hwy 51, submitted by Houston Engineering, PLLC
34. Authorize Mayor Graves to sign the Engagement Agreement with JMCM Consulting FY22
35. Approve loan increase with First Financial Bank to \$85,800 for police cars (outfitting quotes came in higher than planned – increase of \$13,000)
36. Authorize to advertise for Artificial Turf bids for the Sports Park
37. Executive Session – Personnel (Department Audit Report, Utility Billing)

**Mayor's Corner**

PATH Lighting Project  
Downtown Revitalization Project  
Potential Sponsor at Sports Park Complex

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

**Public Hearing for an Application for Rezoning of the property located at 4810 Hwy 51 N Senatobia, MS from Government to R-2, submitted by Senatobia Municipal Schools District**

Mayor Graves opened up the Public Hearing for the application for rezoning of the property located at 4810 Hwy 51 N Senatobia, MS from Government to R-2, submitted by Senatobia Municipal Schools District. Mayor Graves asked if anyone with the public wanted to speak. Mayor advised that Jeff Underwood from the Senatobia Municipal School District was present if anyone has any questions.

No one from the audience spoke.

Motion was made by Alderman Simpson, seconded by Alderman Hale to approve the application for rezoning the property located at 4810 Hwy 51 N Senatobia, MS, from Government to R-2, submitted by Senatobia Municipal School District. All voting yea, motion carried.

**Request from Sycamore Arts for sponsorship**

Karen Brown with Sycamore Arts presented her request for sponsorship for the Sycamore Arts Council. Mrs. Brown spoke to the Mayor and Board about how they use the funds, and how the Arts Council supports the community. Mrs. Brown thanked the Mayor and Board for all of the City's support over the years.

Motion was made by Alderman Dear, seconded by Alderman Moore, to authorize sponsorship in the amount of \$6,000.00 to the Sycamore Arts Council, to help with promoting the City of Senatobia. All voting yea, motion carried.

**Request from Senatobia Main Street for Five Star City Festival Sponsorship**

Jamie Sowell with Senatobia Main Street presented her request for sponsorship for the 2023 Five Star City Festival. Mrs. Sowell stated that the Festival will be held on Friday May 12<sup>th</sup> and Saturday May 13<sup>th</sup> this year.

Motion was made by Alderman Hale, seconded by Alderman Tanksley, to approve the request for sponsorship from Senatobia Main Street for the Five Star City Festival in the amount of \$5,000.00. All voting yea, motion carried.

**Discussion of Downtown Christmas Decorations, Senatobia Main Street**

Jamie Sowell presented information to the Mayor and Board of Aldermen regarding a Downtown Christmas Decoration fund. Mrs. Sowell advised the Mayor and Board that the Main Street Association approved and budgeted funds to purchase a Christmas tree and Christmas decorations for around downtown. The Christmas tree we have found and ordered is a 22 foot tree and we will have it put up at Pocket Park. We would also like to purchase Christmas decorations like lights, banners, etc. to put up as well. Mrs. Sowell advised the Mayor and Board that she wanted to inform them now of what was going on and being planned. Mrs. Sowell stated that she would like to come back to the Mayor and Board for a request of sponsorship at a later date.

Comprehensive Plan Update from CMPDD

Gray Ouzts and David Wade with Central Mississippi Planning and Development District introduced themselves and gave a short update on the comprehensive plan. Mrs. Ouzts stated that their crew has driven every road in the City to know what is where in order to start the process. We have met with some elected officials and department heads today, and will continue to meet tomorrow also. We are gathering information from them to see what the current concerns and needs are. In the future we will gather information from the community, through meetings and or surveys. Mrs. Ouzts advised the Mayor and Board that we will meet again in a couple of months or so to figure out how you want to get the public input. From here the entire process will take about 12 months to complete.

Adopt the amended Employee Handbook

Mayor Graves presented the amendments for the handbook to the Board. We are proposing a leave policy for the 24 hour shift employees, amend the leave policy for the 8 and 12 hour shift employees combining sick and personal leave together, bereavement leave and adding a section regarding medical cannabis. Mayor Graves asked the Board if they had any questions. Mayor Graves asked Alderman Hale if it looked good to him.

Alderman Hale answered yes, it looks good, it is about inline with what I had at the previous meeting.

Mayor Graves asked Chief Foresman if it looked good with him.

Fire Chief Foresman answered yes sir.

Mayor Graves asked the Board if they had any questions, concerns, or thoughts.

Alderman Moore asked about the Bereavement leave.

Mayor Graves answered we currently have 1 paid day of bereavement leave with up to two (2) additional days off using personal time. We can leave it that way or change. Mayor Graves asked Alderman Hale what NWCC had for theirs.

Alderman Hale answered they have up to three days but all using personal time.

Mayor Graves asked Police Chief Chandler if there was a way to know with a test if someone on medical cannabis is within their prescription.

Police Chief Chandler answered there are some blood tests that can be done, however there is a lot more to that process. Police Chief Chandler stated he'd like to stay away from allowing medical cannabis use for employees, as we are allowed per the state.

Motion was made by Alderman Moore, seconded by Alderman Hale, to approve the amendments to the employee handbook as presented to us tonight, adding a section on medical cannabis, having one (1) paid bereavement leave and allowing up to two (2) additional days of personal leave to be use, combining the sick and personal leave time for all employees, adopting the leave policy for 24 hour shift employees. All voting yea, motion carried.

Department Reports

Animal Shelter Kris Robinson advised the Mayor and Board that the shelter has been running smoothly, staying full but also working with a lot more rescue groups and fosters to find the animals a home. We've had a lot more volunteers coming to help out than we've had in the past.

Mayor Graves stated that the runs are up, heat is fixed and the lighting is fixed.

Kris Robinson answered yes, that is all completed and repaired. The runs have been wonderful for us and the animals.

Fire Chief Foresman advised the Mayor and Board that AERC was encouraged by the bids we received for the Station 1 renovation. We should have the bid tabulation by tomorrow and hopefully on the next agenda to approve.

Mayor Graves stated it is in the budget.

Fire Chief Foresman answered yes sir, however we might need a little extra funding to complete it. We are getting with Jamie and Kevin to see about using some of the Downtown Revitalization funds for the roof and front of the building, as it is definitely part of downtown, and that will help with the funding.

Building Official Jim Huestis advised the Mayor and Board that things are still moving along, permits are a little slower right now but steady. We have a couple of new things coming in.

Parks and Recreation Director Rob Boyd advised the Mayor and Board that they will be meeting with PATH this week and are looking to get power to the location where the new concession building will be, PATH advised that they might be able to help with that also.

Police Chief Chandler advised the Mayor and Board that everything was going smoothly, pretty quiet.

Mayor Graves stated Jeff, there hasn't been any new breaks for a week or two, so things must be going good.

Public Works Director Jeff Rich agreed.

Alderman Moore asked Mr. Boyd if we were looking at a trailer or food truck for the new concession in parks.

Rob Boyd stated that everything they have seen for one of the food trucks will be too expensive. We have been looking at a prefab building. We visited Olive Branch, and they have one. We think it will be best for our budget.

Alderman Moore asked will we brick it to match our other building?

Rob Boyd answered no, not yet. It's not in the budget.

Alderman Moore stated I think that is a bad idea, it will look horrible. We have a nice building out there now, and we will put an ugly trailer out there.

Rob Boyd stated he agreed.

Alderman Dear stated he agreed also. Alderman Dear asked what kind of trailer did you look at. I've seen them a good bit less than what we budgeted.

Alderman Moore stated he saw one that someone was selling for around \$17,000.

Mayor Graves asked Alderman Dear and Alderman Moore if they would send Rob the information that they have on those they've seen for less money.

#### Consent Agenda

Mayor Graves went over each consent agenda item, numbers 11 - 36, asked if anyone had any questions.

No questions were asked.

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

Approve Minutes from the Regular Mayor and Board of Aldermen meeting on January 17, 2023

Motion was made by Alderman Hale, seconded by Alderman Moore, to approve the Minutes from the Regular Mayor and Board of Aldermen Meeting on January 17, 2023. All voting yea, motion carried.

Approve Minutes from the Special Mayor and Board of Aldermen meeting on January 24, 2023

Motion was made by Alderman Hale, seconded by Alderman Moore, to approve the Minutes from the Special Mayor and Board of Aldermen Meeting on January 24, 2023. All voting yea, motion carried.

Approve Docket of Claims numbers: 27418 - 27689 for a total of \$792,580.89

Motion was made by Alderman Hale, seconded by Alderman Moore, to approve Docket of Claim numbers 27418 – 27689 for a total of \$792,580.89. All voting yea, motion carried.

Authorize to pay Invoice 199096 from iWorQ in the amount of \$9,000.00

Motion was made by Alderman Hale, seconded by Alderman Moore, to authorize to pay Invoice 199096 from iWorQ in the amount of \$9,000.00 for the work order system. All voting yea, motion carried.

Authorize to accept the FEMA American Firefighters Grant FY21 in the amount of \$30,771.42

Motion was made by Alderman Hale, seconded by Alderman Moore, to authorize to accept the FEMA American Firefighters Grant FY21 in the amount of \$30,771.42. All voting yea, motion carried.

Authorize to accept the Community Foundation of NW MS Early Childhood Education grant in the amount of \$500.00 for the Excel by 5 Senatobia

Motion was made by Alderman Hale, seconded by Alderman Moore, to authorize to accept the Community Foundation of NW MS Early Childhood Education grant in the amount of \$500.00 for the Excel by 5 Senatobia Program. All voting yea, motion carried.

Authorize Katie Harbin and Francis Johnson to attend the Spring Municipal Clerks Conference in Cleveland, MS on April 26-28, 2023, also authorize to pay registration and travel expenses

Motion was made by Alderman Hale, seconded by Alderman Moore, to authorize Katie Harbin and Francis Johnson to attend the Spring Municipal Clerks Conference in Cleveland, MS on April 26-28, 2023, also authorize to pay registration and travel expenses. All voting yea, motion carried.

Authorize Tameka Herron to attend the Court Clerks Conference in Biloxi, MS on June 25 – 29, 2023, also authorize to pay registration and travel expenses

Motion was made by Alderman Hale, seconded by Alderman Moore, to authorize Tameka Herron to attend the Court Clerks Conference in Biloxi, MS on June 25 – 29, 2023, also authorize to pay registration and travel expenses. All voting yea, motion carried.

Authorize Sgt. Blake Warren to attend the ROCIC 2023 Spring Conference on March 11-15, 2023, in Nashville, TN, also authorize to pay registration and travel expenses

Motion was made by Alderman Hale, seconded by Alderman Moore, to authorize Sgt. Blake Warren to attend the ROCIC 2023 Spring Conference on March 11-15, 2023 in Nashville, TN, also authorize to pay registration and travel expenses. All voting yea, motion carried.

Authorize Firefighters Greg Atkinson, Evan Gilder, Ellis Brown and Dan Williams to attend Training at the Crossroads in Corinth, MS on March 31 – April 2, 2023, also authorize to pay registration and travel expenses

Motion was made by Alderman Hale, seconded by Alderman Moore, to authorize Firefighters Greg Atkinson, Evan Gilder, Ellis Brown and Dan Williams to attend Training at the Crossroads in Corinth, MS on March 31 – April 2, 2023, also authorize to pay registration and travel expenses. All voting yea, motion carried.

Authorize Fire Chief Foresman and Chantay Rhone to attend the Firefighters and Chiefs Summer Conference in Natchez, MS on June 1 – 4, 2023, also authorize to pay registration and travel expenses

Motion was made by Alderman Hale, seconded by Alderman Moore, to authorize Fire Chief Foresman and Chantay Rhone to attend the Firefighters and Chiefs Summer Conference in Natchez, MS on June 1 – 4, 2023, also authorize to pay registration and travel expenses. All voting yea, motion carried.

Authorize Public Works Director Jeff Rich and Gas Supervisor David Cooke to attend the MS Natural Gas Association Annual Conference in Orange Beach, AL on July 11 – 14, 2023, also authorize to pay registration and travel expenses

Motion was made by Alderman Hale, seconded by Alderman Moore, to authorize Public Works Director Jeff Rich and Gas Supervisor David Cooke to attend the MS Natural Gas Association Annual Conference in Orange Beach, AL on July 11 – 14, 2023, also authorize to pay registration and travel expenses. All voting yea, motion carried.

Authorize Officer Maze to attend the DARE Conference in Gulfport, MS on July 18 – 20, 2023, also authorize to pay registration and travel expenses

Motion was made by Alderman Hale, seconded by Alderman Moore, to authorize Officer Maze to attend the DARE Conference in Gulfport, MS on July 18 – 20, 2023, also authorize to pay registration and travel expenses. All voting yea, motion carried.

Authorize to raise the salary for Public Works Street Department employee Hardy Wilcox to \$11.90 an hour effective January 3, 2023

Motion was made by Alderman Hale, seconded by Alderman Moore, to authorize to raise the salary for Public Works Street Department employee Hardy Wilcox to \$11.90 an hour, effective January 3, 2023. All voting yea, motion carried.

Authorize to accept the resignation from Police Officer Horton effective January 26, 2023

Motion was made by Alderman Hale, seconded by Alderman Moore, to authorize to accept the resignation from Police Officer Horton effective January 26, 2023. All voting yea, motion carried.

Authorize to accept the resignation from Evidence/Crime Scene Technician Elardo effective February 17, 2023

Motion was made by Alderman Hale, seconded by Alderman Moore, to authorize to accept the resignation from Evidence/Crime Scene Technician Elardo effective February 17, 2023. All voting yea, motion carried.

Authorize to accept the resignation from Police Officer Emily Wilson effective February 4, 2023

Motion was made by Alderman Hale, seconded by Alderman Moore, to authorize to accept the resignation from Police Officer Emily Wilson effective February 4, 2023. All voting yea, motion carried.

Authorize to re-appoint Earl Moore to the Senatobia Historic Preservation Commission for a 4-year term expiring January 2027

Motion was made by Alderman Hale, seconded by Alderman Moore, to authorize to re-appoint Earl Moore to the Senatobia Historic Preservation Commission for a 4-year term expiring January 2027. All voting yea, motion carried.

Authorize to re-appoint Carole Givens to the Senatobia Historic Preservation Commission for a 4-year term expiring January 2027

Motion was made by Alderman Hale, seconded by Alderman Moore, to authorize to re-appoint Carole Givens to the Senatobia Historic Preservation Commission for a 4-year term expiring January 2027. All voting yea, motion carried.

Authorize to re-appoint Melvin McClure to the Senatobia Historic Preservation Commission for a 1-year term expiring January 2024

Motion was made by Alderman Hale, seconded by Alderman Moore, to authorize to re-appoint Melvin McClure to the Senatobia Historic Preservation Commission for a 1-year term expiring January 2024. All voting yea, motion carried.

Authorize to re-appoint Bob Monroe to the Senatobia Historic Preservation Commission for a 1-year term expiring January 2024

Motion was made by Alderman Hale, seconded by Alderman Moore, to authorize to re-appoint Bob Monroe to the Senatobia Historic Preservation Commission for a 1-year term expiring January 2024. All voting yea, motion carried.

Authorize to advertise for Professional Demolition Services for the Dee's Oil and Days Inn Buildings

Motion was made by Alderman Hale, seconded by Alderman Moore, to authorize to advertise for Professional Demolition Services for the Dee's Oil and Days Inn Buildings. All voting yea, motion carried.

Approve the Final Plat for Merryhill Ranch Neighborhood Market located at the S/W Corner of Merryhill Ranch Rd and Hwy 51, submitted by Houston Engineering, PLLC

Motion was made by Alderman Hale, seconded by Alderman Moore, to approve the Final Plat for Merryhill Ranch Neighborhood Market located at the S/W Corner of Merryhill Ranch Rd and Hwy 51, submitted by Houston Engineering, PLLC. All voting yea, motion carried.

Authorize Mayor Graves to sign the Engagement Agreement with JMCM Consulting FY22

Motion was made by Alderman Hale, seconded by Alderman Moore, to authorize Mayor Graves to sign the Engagement Agreement with JMCM Consulting FY22. All voting yea, motion carried.

Approve loan increase with First Financial Bank to \$85,800 for police cars and outfitting

Motion was made by Alderman Hale, seconded by Alderman Moore, to approve the loan increase with First Financial Bank to \$85,800 for police cars and outfitting, due to the quotes for outfitting coming in higher. All voting yea, motion carried.

Authorize to advertise for bids for Artificial Turf at the Sports Park

Motion was made by Alderman Hale, seconded by Alderman Moore, to authorize to advertise for bids for Artificial Turf at the Sport Park. All voting yea, motion carried.



Mayor's CornerPATH

Mayor Graves advised the Board that PATH is supposed to start this week, there is some slow down with Entergy, but PATH should be starting as soon as that is cleared up. They will start on Hwy 740 first.

Downtown Revitalization Project

Mayor Graves advised the Board that Phase I is supposed to be done before the Five Star City Festival. We are still waiting for the ramp to be complete.

Potential Sponsor at the Sports Park Complex

Mayor Graves advised the Board that Jay Tindall mentioned that they might be interested in being a sponsor, for naming the complex. We will need to discuss the sponsorship options we want to do at the Sports Park.

Authorize to go into closed session to discuss going into executive session for personnel

Motion was made by Alderman Dear, seconded by Alderman Simpson, to authorize to go into closed session to discuss going into executive session for personnel. All voting yea, motion carried.

Authorize to go into executive session for personnel

Motion was made by Alderman Simpson, seconded by Alderman Tanksley, to authorize to go into executive session for personnel. All voting yea, motion carried.

Authorize to demote Public Works Water Supervisor Tanner Weaver to Water employee with a decrease in pay to \$14.00 per hour

Motion was made by Alderman Simpson, seconded by Alderman Hale, to authorize to demote Public Works Water Supervisor Tanner Weaver to Water employee with a decrease in pay to \$14.00 per hour for policy violations. All voting yea, motion carried.

Authorize to promote Public Works Water employee David Estep to Water Supervisor with a pay increase to \$17.50 per hour

Motion was made by Alderman Simpson, seconded by Alderman Moore, to authorize to promote Public Works Water employee David Estep to Water Supervisor with a pay increase to \$17.50 per hour. All voting yea, motion carried.

Authorize to come out of executive session

Motion was made by Alderman Simpson, seconded by Alderman Hale, to authorize to come out of executive session. All voting yea, motion carried.

Adjourn

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

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Greg Graves, Mayor

ATTEST:

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Katie Harbin –City Clerk