

BE IT REMEMBERED that the Mayor and Board of Aldermen met on January 18, 2022, at 5:00 P.M., this being the regular recessed meeting time. Mayor Greg Graves called the meeting to order and the following Aldermen were present: Dear, Hale, Moore (via phone), Simpson and Tanksley. Also present were: Katie Harbin, City Clerk; Ginger Miller, City Attorney; Richard Chandler, Police Chief; Ethan Foresman, Fire Chief; Chantay Rhone, Jim Huestis, Building Official; Karen Brown, Michelle Huestis, Jamie Sowell, Britt Herrin, Thurman Caldwell, Jonathan Hooker, Scott Massey, Jamey Jones and Paul Scott.

Alderman Tanksley gave the invocation.

Public Hearing for an amendment to the Zoning Ordinance, section 7 Residential (R-6) Manufactured Housing

Mayor Graves opened up the Public Hearing, read over the proposed amendment and asked if anyone had any questions or comments.

Mayor Graves stated that we know that there are many that are non-conforming, Mr. Massey we won't hold you to the 30 days right away, we will work with you, but we have to have some progress.

Paul Scott, Mr. Massy's attorney, stated they have some questions about this. At first it was changing to nothing older than 8 years, now it is 5 years. I don't know the rational for that. Also, regarding the skirting, to require brick, stone, concrete blocks, would require permanent structure where he rents out lots. I don't see a need for that. As far as the square footage requirement of what can and can't move into his property, I'm not sure what that has to do with public health and safety. We have no issues with the installation nor the 30 day requirement as long as you're willing to work with us on that.

Mayor Graves stated you did have a point in the Planning Commission meeting, and you were correct, we can't do some requirements lot by lot. Since then, we've gotten a copy of the County's requirements on manufactured homes, and have taken some of that into consideration. Mr. Scott, you're not saying it's illegal, the skirting and square footage requirements?

Mr. Scott stated I don't see how it relates to public health and safety.

Jim Huestis stated to have a good safe home for anyone there. We looked at many other Ordinances and requirements from other Cities around.

Mr. Massey stated I've held up on moving some out because of the new rules. We need to find out what we have to do with the vacant lot timeline. I got equipment and was taking them down, but stopped when I found out about the new requirements.

Mayor Graves asked Mr. Massey how many do you have, owned and vacant.

Mr. Massey answered I own some and rent some. Regarding the skirting, something more permanent, like a doublewide, that might work for. If someone comes in, rents a lot, then doesn't pay for their home, it will get repo'd. Then the bricks from the skirting are left, torn up. They can't be reused and I'm the one that has to clean it up.

Mayor Graves asked Jim if he looked at the County's requirements.

Jim Huestis answered yes.. some of their requirements include professional movers, inspections, turtleback underpinning, piers, etc. Mr. Massey, do you own some of the trailers and rent them out.

Mr. Massey answered yes I do.

Mr. Scott stated I think you'd have to have a reason, public health and safety for the reason, for the skirting to be permanent. You've just mentioned looking at what other places require.

Mayor Graves stated we don't try to reinvent the wheel, we look at what other places have done that works.

Alderman Dear asked about the underpinning, do you have any regulations for that, as to someone to come repair a leak under the house.

Mr. Massey answered yes, they have to have the underpinning, skirting.

Alderman Moore stated we just passed an ordinance for standards, design and beautification, for business. I don't know where that affects the health and safety other than it keeps the community better. It keeps the wellness of the community better overall. I think there is an argument that this would impact the wellness of the community, along with the square footage. It creates a better environment.

Alderman Hale stated I agree. It's well within the City's right to regulate the square footage, etc. Alderman Hale asked if the County requires brick or stone skirting? Does Mr. Massey having brick or stone, commercial grade skirting, look alike, would that work? I think the age and square footage requirements are fine. The brick, stone, or block I can see some concern. Maybe a reasonable commercial underpinning.

Alderman Simpson asked Mr. Massey do you have people that buy and put a new manufactured home in your park?

Mr. Massey answered no, they said they were told they can't put any in.

Alderman Simpson asked Mr. Massey, in the past 2 to 3 years, how many have been new ones?

Mr. Massey answered maybe 2 or 3. The inquires are there but I can't put them in, I've been told we can't.

Mayor Graves stated if someone is renting, and they put a new one in, what happens if they don't pay?

Mr. Massey answered that he would contact the financing company. They will most likely come get it, and leave everything else there.

Alderman Dear stated so they'd tear the skirting down.

Mr. Massey answered either tear it down or pull one side out to move it.

Mr. Massey stated most double wide homes do put brick. They want it to look like a house.

Alderman Moore stated what about faux brick for the underpinning.

Mr. Massey yes they make it, it's not cheap.

Alderman Moore stated it's not the cheaper vinyl stuff. It may be a little more effective option. A higher grade alternative than the vinyl. It wouldn't have to be torn out.

Mayor Graves asked Jim if that would work.

Jim Huestis answered yes, I'd have to come up with the correct wording.

Alderman Hale stated I think that would be a better option for both.

Alderman Moore stated I think we could find the correct wording.

Mayor Graves stated so add "faux brick, faux stone, faux block".

Alderman Dear stated also maybe add "heavy duty..".

Zoning Ordinance Senatobia  
Adopted on April 7, 2009  
Amended through January 18, 2022

- (g) *Site Plan approval required:* All new proposals for development as (R-4) will require site plan approval. The information required for site plan approval can be found in the definition of "Site Plan, Residential", see Article II for definitions.<sup>18</sup>

**Section 7. Residential (R-6) Manufactured Housing (MH) Zoning District Regulations**

- (a) *Uses permitted:* Manufactured home parks.
- (b) *Uses which may be permitted as an exception:* None.
- (c) *Uses prohibited:* All residential, commercial or industrial uses not specifically permitted.
- (d) *Required lot area and width, yards, building area and heights for* manufactured home parks and subdivisions and manufactured homes.

The parcel of land to be used for a manufactured home park or subdivision shall have a minimum lot area of two (2) acres. The minimum width of the lot at the building line shall be three hundred ten (310) feet. The minimum yard depths for the manufactured home park or subdivision shall be: front thirty (30) feet; side and rear fifteen (15) feet each. This yard space may not be used for parking nor shall it constitute the yard requirements for any manufactured home. The height of all structures in the manufactured home park or subdivision shall be limited to one (1) story or twelve (12) feet. All new proposals for developments as R-6 will require site plan approval as part of the rezoning process. The information required for site plan approval is similar to that required for Planned Unit Developments (PUD) Outline Plans, see Article IV, Sec. 14 (m) for details.

The individual manufactured home lot shall have a minimum lot area of five thousand five hundred (5,500) square feet and shall not be less than fifty (50) feet in width at the building line. The minimum yard requirements for the manufactured home lot shall be: front thirty (30) feet; rear fifteen (15) feet; and sides ten (10) feet. This yard space may be used for parking of the resident's vehicle, but shall not constitute any of the yard requirements for the manufactured home park or subdivision. Private accessory structures, such as sheds, must be within the building area defined for each manufactured home lot. Such structures shall not cover more than ten (10) percent of the remaining building area after the manufactured home has been located on the manufactured home.

- (e) *Off-street parking requirements.* Four (4) car spaces shall be provided on each manufactured home lot. See Article VIII of this ordinance for requirements for other uses.

---

<sup>18</sup> Paragraph (g) amended, April 2, 2019

Zoning Ordinance Senatobia  
 Adopted on April 7, 2009  
 Amended through January 18, 2022

(f) *Buffering for new developments:* Where a new development is adjacent to an existing development of a different zoning category or is adjacent to vacant land of a different zoning category, the developing property must provide a buffer to the adjacent property. This buffer must be provided in two ways. First, the lot(s) immediately adjacent to the differing zoning must provide the following buffer width:

- When developing R-6 next to an existing or vacant A-R, B, M, or X, there shall be a twenty (20) foot buffer.

Second, there shall be plantings within the 20-foot buffer. The buffer shall be landscaped as follows:

- One large deciduous tree (ultimate height 50+ feet) for every seventy-five (75) linear feet
- One group of three (3) medium evergreen trees (planted on 15-foot triangular staggered spacing) for every seventy-five (75) linear feet
- One small deciduous or ornamental tree for every seventy-five (75) linear feet.

The 20-foot buffer can be left alone if there is natural tree cover and this can count as plantings with approval of the Building Official.<sup>19</sup>

(g) All manufactured homes that are not currently located in areas zoned “R6”, upon adoption of this ordinance and accompanying Zoning Map, are deemed non-conforming uses. Also, all mobile homes, as defined above, are deemed non-conforming uses. These manufactured homes or mobile homes are “grandfathered” non-conforming uses and may continue to be used for residential purposes as long as the non-conforming status is maintained as described above. Subject to the provisions of this ordinance, all occupants of “grandfathered” manufactured homes will be afforded all rights and privileges of the city including water, gas and any other utility and privilege afforded to all citizens.

(h) This Ordinance prohibits any new mobile home from being located in the City of Senatobia. Also, this Ordinance prohibits the replacement of any existing mobile home with another mobile home.

- i. Any placement or replacement of a mobile home or manufactured home shall be with a manufactured home five (5) years of age from date of replacement or newer. Suitable perimeter skirting is also required constructed of block, brick, stone, heavy duty faux block, heavy duty faux brick, or heavy duty faux stone.
- ii. Any manufactured home that an applicant intends to locate in the City of Senatobia must be a minimum of twelve feet wide (12’), contain at least 1,000 square feet of heated/cooled interior living space and no older than five (5) years old at the time the proposed home is to be moved into the City. Any manufactured home placed in the City of Senatobia also must be permitted with the City, follow the Tate County installation standards including poured concrete piers, and 5’ x 5’ landings at each access point,

<sup>19</sup> Paragraph (f) amended, August 17, 2021

Zoning Ordinance Senatobia  
Adopted on April 7, 2009  
Amended through January 18, 2022

and have a State Fire Marshall inspection decal before final inspection and Certificate of Occupancy is issued.

- iii. Any mobile home that has been abandoned or un-inhabited for a period of six (6) months or more is considered non-conforming for the purposes of this ordinance and must be removed from the property and replaced with a manufactured home that meets the requirements above. If the mobile home is not removed within thirty (30) days from written notice being provided to the owner of said mobile home by the City, the City may elect to prosecute in municipal court per Article VI, Section 6-8 of the zoning ordinance of the City of Senatobia or remove the mobile home and charge the cost of removal to the owner of the mobile home.<sup>20</sup>
- (i) All manufactured homes located within the Senatobia city limits must conform to the guidelines as set forth in the National Manufactured Housing Construction and Safety Standards Act of 2000 (“NHCSSA”). A copy of these guidelines may be obtained at the City Hall at 133 North Front Street, Senatobia, Mississippi 38668.
- (j) All manufactured homes must be inspected upon ownership change, occupancy change, or annually, whichever comes first.
- (k) All manufactured homes that are manufactured and sold after 1976 shall be identified with a HUD Certification Label or HUD tag, a metal plate that is affixed to the outside of the manufactured home in accordance with Section 3280.11(b), and a Data Plate affixed inside the home and is located in a kitchen cabinet, an electrical panel, or a bedroom closet, containing the information that is described more fully in <http://www.hud.gov/offices/hsg/sfh/mhs/mhslabels.cfm>.
- (l) All manufactured homes found in violation of the NHCSSA guidelines will be deemed “nonconforming” with respect to the NHCSSA guidelines. All manufactured homes in the City of Senatobia currently deemed nonconforming with respect to the NHCSSA guidelines must conform to the guidelines within ninety (90) days from the passage of this Ordinance.
- (m) All manufactured homes in the City of Senatobia determined “nonconforming” with respect to the NHCSSA guidelines after their annual inspection or after inspection due to change in ownership or occupancy must conform to the NHCSSA guidelines within ninety (90) days from the date of inspection.
- (n) Notice and opportunity for hearing concerning nonconforming manufactured housing:
1. Notice will be provided to owners of manufactured homes and mobile homes deemed “nonconforming” by any part of this ordinance via hand-

<sup>20</sup> Paragraph (h) amended, January 18, 2022

Zoning Ordinance Senatobia  
 Adopted on April 7, 2009  
 Amended through January 18, 2022

delivery by any law enforcement officer of the city or county. Additionally, notice will be posted on the property explaining the right to contest and avenues of redress.

2. Upon notice as provided above, the owner of any manufactured home and/or mobile home shall have the right to be heard by the Board of Aldermen of the City of Senatobia. The owner must submit a written request for a hearing to the City Clerk at 133 N. Front St., Senatobia, Mississippi, 38668, no later than one week before the Board's next regularly-scheduled meeting.

3. In the event of a timely written request, the owner of the home in question, or his representative, will be given the opportunity to appear before the City of Senatobia in open session and contest the citation that the home in question is not in violation or is entitled to an exemption from this ordinance.

- (o) *Site Plan approval required:* All new proposals for development as (R-6) will require site plan approval. The information required for site plan approval can be found in the definition of "Site Plan, Residential", see Article II for definitions.<sup>21</sup>

**Section 8. Business (B-1) Zoning District regulations (Local Shopping)**

- (a) *Uses permitted:* Neighborhood retail stores and markets, including the following types of stores: food; general merchandise; apparel; furniture; household and hardware; radio and television; drugs and sundries; jewelry and gifts; florists; sporting goods; pet shops; and similar types. Neighborhood services, including the following types: dry cleaning and laundry pickup stations; barber and beauty shops; animal clinics, shoe repair; offices; banks; post offices; restaurants, and similar services.
- (b) *Uses that may be permitted as a special exception:* Filling stations, provided that there is no major auto repair, drive-in eating places, motels and churches.
- (c) *Uses prohibited:* Residential dwellings; outdoor advertising structures; major auto repair; laundry and dry cleaning plants; manufacturing incidental to a retail business where articles are sold at retail on the premises, not specifically permitted herein; any industrial use; trucking terminals; manufactured home and/or mobile homes; hospitals; junkyards; kennels; check cashing; title loan; pawn shop; tattoo parlor; body piercing establishments (other than ear piercings), or similar activity; adult oriented business.<sup>22</sup>

<sup>21</sup> Paragraph (o) added by amendment, April 2, 2019

<sup>22</sup> Paragraph (c) Amended by Ordinance 377, July 20, 2010

Motion was made by Alderman Hale, seconded by Alderman Simpson, adopt the Zoning Ordinance Amendment for section 7 residential (R-6) manufactured Housing, adding "heavy duty faux brick, heavy duty faux stone, heavy duty block" to the options for the skirting requirements. All voting yea, motion carried

Presentation from Sycamore Arts and request for funding

Karen Brown, Sycamore Arts, presented the request for funding to the Mayor and Board of Aldermen. Mrs. Brown went over what Sycamore Arts has done throughout the community. They were able to keep the arts alive through the libraries and schools. It's been harder to navigate through the pandemic, but we are still doing what we can and spending the budget getting supplies out. Mrs. Brown stated we are very thankful to the City for letting us have the Christmas program this past season. It brought people to the area to shop and eat. We are very thankful for the support from the City.

Motion was made by Alderman Simpson, seconded by Alderman Dear, to approve the request for funding from Sycamore Arts in the amount of \$6,000, to help with the promoting the City. All voting yea, motion carried

Request for waivers of curb, gutter and sidewalks for the West Point Subdivision – Nick Krueen

Jamey Jones, Civil Link, presented the request. Mr. Jones stated that this request is for the remainder of the subdivision and would allow them to match the previous phases.

Motion was made by Alderman Hale, seconded by Alderman Simpson, to approve the request for waivers of curb, gutter, and sidewalks for the remainder of the West Point Subdivision. All voting yea, motion carried

Presentation of Fire Station 1 Renovation with AERC

Jonathan Hooker, AERC, presented the renovation information to the Mayor and Board of Aldermen. Mr. Hooker stated that they started by looking at the different parts of the building, then at what needs to be done to make it safe. It doesn't have a HVAC system, it may need a new roof, and maybe a little brick work. Then we looked at what would need to be done to make it livable. We would need to add installation, a HVAC unit, new windows, a roof, a meeting/conference room, the City needs that kind of space for everyone. We also would add a bathroom, add a shower to the current bathroom, add some offices, and an exhaust system to the bay.

Fire Chief Foresman stated Jonathan did a really good job. The guys live here, this community, 72 hours a week. We need to do this with our staffing situation. We need the exhaust system to be compliant. It gets us up to snuff to make it livable.

Mr. Hooker passed out information on the plans and budget. Mr. Hooker stated it comes out to about \$555,000.

Mayor Graves asked Chief Foresman, would this alleviate us building out west.



Fire Chief Foresman answered I don't think so. I think with the growth we will have to build out west and staff this one.

Mayor Graves asked about funding.

Fire Chief Foresman answered we are working on it. We are trying to see what's out there, grants, etc.

Alderman Simpson stated Chief Foresman, you know I just have one question, how are we going to pay for it.

Fire Chief Foresman answered we are exploring all options, grants, etc., anything that will help.

### Consent Agenda

Mayor Graves went over each consent agenda item, numbers 7-21, asked if anyone had any questions.

### Approve Minutes from the Regular Mayor and Board of Aldermen meeting on January 4, 2022

Motion was made by Alderman Hale, seconded by Alderman Tanksley, to approve the minutes from the regular Mayor and Board of Aldermen meeting on January 4, 2022. All voting yea, motion carried

### Approve Docket of Claims numbers: 22641 – 22780 for the total of \$476,614.97

Motion was made by Alderman Hale, seconded by Alderman Tanksley, to approve Docket of Claim numbers 22641 - 22780 for a total of \$476,614.97. All voting yea, motion carried.

### Authorize Katie Harbin and Francis Johnson to attend the Municipal Clerks Spring Conference on April 27-29, 2022 in Ridgeland, MS, also authorize to pay registration and travel expenses

Motion was made by Alderman Hale, seconded by Alderman Tanksley, to authorize Katie Harbin and Francis Johnson to attend the Municipal Clerks Spring Conference on April 27-29, 2022 in Ridgeland, MS, also authorize to pay registration and travel expenses. All voting yea, motion carried.

### Authorize Angela Garrett to attend training at BBI on February 24, 2022 in Flowood, MS, also authorize to pay travel expenses

Motion was made by Alderman Hale, seconded by Alderman Tanksley, to authorize Angela Garrett to attend training at BBI on February 24, 2022 in Flowood, MS, also authorize to pay travel expenses. All voting yea, motion carried.

Authorize Planning Commissioners and Jim Huestis to attend the Planning Commissioner Training on January 20,2022 in Oxford, MS, also authorize to pay registration and travel expenses

Motion was made by Alderman Hale, seconded by Alderman Tanksley, to authorize Planning Commissioners and Jim Huestis to attend the Planning Commissioner Training in Oxford, MS on January 20, 2022, also authorize to pay travel expenses. All voting yea, motion carried.

Authorize Lieutenant Con and Sergeant Trentham to attend the MTOA SWAT course on April 18-29, 2022 in Holly Springs, MS, also authorize to pay registration and travel expenses

Motion was made by Alderman Hale, seconded by Alderman Tanksley, to authorize Lieutenant Con and Sergeant Trentham to attend the MOTA SWAT course on April 18-29, 2022, in Holly Springs, MS, also authorize to pay registration and travel expenses. All voting yea, motion carried.

Reappoint Dewayne Casey to the Senatobia School Board

Motion was made by Alderman Hale, seconded by Alderman Tanksley, to reappoint Dewayne Casey to the Senatobia School Board. All voting yea, motion carried.

Authorize to give Office Clerk Jada Mayer a 90 day performance raise of \$0.50 per hour

Motion was made by Alderman Hale, seconded by Alderman Tanksley, to authorize to give Office Clerk Jada Mayer a 90 day performance raise of \$0.50 per hour. All voting yea, motion carried.

Authorize to give Building Inspector Jim Huestis a raise of \$2,000

Motion was made by Alderman Hale, seconded by Alderman Tanksley, to authorize to give Building Inspector Jim Huestis a raise of \$2,000, which will be offset by building permit revenue. All voting yea, motion carried.

Authorize to hire Justin Steelandt as a full time Certified Police Officer at the rate of P4

Motion was made by Alderman Hale, seconded by Alderman Tanksley, to authorize hire Justin Steelandt as a full time Certified Police Officer at the rate of P4. All voting yea, motion carried.

Authorize to accept the resignation from Public works employee David Deyling

Motion was made by Alderman Hale, seconded by Alderman Tanksley, to accept the resignation from Public Works employee David Deyling. All voting yea, motion carried.

Authorize to transfer old board room chairs to the Community Center

Motion was made by Alderman Hale, seconded by Alderman Tanksley, to authorize to transfer the old board room audience chairs to the Community Center. All voting yea, motion carried.

Authorize to accept the lowest and best interest rate quote from First Financial Bank with a rate of 2.50% for the financing of 3 Dodge Durango's and one Ford F150 for the Police Department

Motion was made by Alderman Hale, seconded by Alderman Tanksley, to authorize to accept the lowest and best interest rate quote from First Financial Bank with a rate of 2.50% for a 4 year term, for the financing of two 2021 Dodge Durango's, one 2022 Dodge Durango and one 2022 Ford F150 for the Police Department, authorizing Mayor Graves to sign all paperwork. All voting yea, motion carried.

Authorize Mayor Graves to sign an agreement with Tate County for the Impound lot, also authorize to pay half of the cost

Motion was made by Alderman Hale, seconded by Alderman Tanksley, to authorize Mayor Graves to sign an agreement with Tate County for the Impound lot, also authorize to pay half of the cost. All voting yea, motion carried.

Authorize to move the recessed Mayor and Board of Aldermen meeting on March 15, 2022 to be held on March 22, 2022

Motion was made by Alderman Hale, seconded by Alderman Tanksley, to authorize to move the recessed Mayor and Board of Aldermen meeting on March 15, 2022 to be held on March 22, 2022. All voting yea, motion carried.

Mayor's Corner

Update on Cemetery Fencing project

Mayor Graves advised the Board that this project is out for bid and they are due in February.

Proposed Building Permit Fee's

Mayor Graves advised the Board that Jim is giving some proposed building permit fees to the Planning Commission for them to go over before it gets to you.

Paving Project

Mayor Graves advised the Board that he needs their list of priorities of roads that need to be repaired and/or paved. We will need this so we can get an estimate of cost.

Alderman Simpson asked do you want a list of total replace or repairs. I think the company from New Albany did a good job.

Mayor Graves stated your top priorities

WWTP Project

Mayor Graves advised the Board that he received a call from Mike regarding Hemphill not having a full time job superintendent on site. He also said that they've already had to fix stuff, and it's been easy stuff.

Also, Kaye's is still an issue with their grease. Marathon has added a little kitchen that may be contributing and also I think Molly has more than they said they would have. We have to get this corrected before opening up our new treatment plant.

Country Club

Mayor Graves advised the Board that we turned on the water with no issues today.

Authorize to go into Closed Session to discuss going into Executive Session for Economic Update

Motion was made by Alderman Tanksley, seconded by Alderman Hale, to authorize to go into closed session to discuss going into executive session for Economic Updates. All voting yea, motion carried.

Authorize to go into Executive Session for Economic Updates

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

Authorize to come out of Executive Session

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

---

Greg Graves, Mayor

ATTEST:

---

Katie Harbin –City Clerk