



REGULAR MEETING OF THE MAYOR AND BOARD OF ALDERMEN OF THE CITY OF GLUCKSTADT, MISSISSIPPI

Tuesday, December 13, 2022 at 6:00 PM

Minutes

1. Call Meeting to Order and Roll Call

The Mayor called the December 13, 2022 meeting of the Mayor and Board of Aldermen to order.

Board Members Present: Mayor Walter Morrison, Alderman John Taylor, Alderman Jayce Powell, Alderman Miya Bates, Alderman Wesley Slay, Alderman Lisa Williams.

City Employees and Legal Staff Present: John Scanlon, City Attorney; Zachary Giddy, City Attorney; Lindsay Kellum, City Clerk; Scott Maugh, Deputy City Clerk; Janet Brooks, Executive Assistant; Mike McCollum, Planning and Zoning Administrator; William Hall, Building Official; Bridgette Smith, Executive Assistant.

2. Opening Prayer and Pledge of Allegiance

Pastor Brooks opened the meeting with prayer.

Alderman Powell led the pledge of allegiance.

No action taken.

3. Presented Items (Amended – Additions of Items Below)

A) Oath of Office to William Hall (Building Official / Code Enforcement)

The Mayor administered the oath of office to William Hall, Building Official and Code Enforcement Officer.

B) Oath of Office, Wesley Flynt (Part Time Police Officer)

The Mayor administered the oath of office to Wesley Flynt, Part-Time Police Officer.

No action taken.

4. Approval of Consent Agenda Items

The Mayor requested a motion to adopt the consent agenda.

Motion made by Alderman Slay, Seconded by Alderman Taylor.

Voting Yea: Alderman Powell, Alderman Taylor, Alderwoman Williams, Alderwoman Warfield Bates, Alderman Slay.

The Mayor declared the motion carried.

A) Request for Approval of Meeting Minutes, 11/8/22 & 11/15/22

B) Request for Approval of the Docket of Claims

C) CERT Training & Travel Reimbursement Request, Kerry Minninger

Motion made by Alderman Slay, Seconded by Alderman Taylor.

Voting Yea: Alderman Powell, Alderman Taylor, Alderwoman Williams, Alderwoman Warfield Bates, Alderman Slay.

The Mayor declared the motion carried.

5. Amendment to Budget & Monthly Budget Report

A) Monthly Budget Report

The Mayor presented the monthly budget report.

No action taken.

6. New Business

A) Discussion and Approval of Draft Ordinance, 2018 Fire Code and Appendices

No action taken.

B) Discussion and Approval of Draft MOU, Road and Bridge Funds (Madison County)

The Mayor requested a motion to approve the draft MOU termination related to Road and Bridge Funds (Madison County).

Motion made by Alderman Powell, Seconded by Alderwoman Warfield Bates.

Voting Yea: Alderman Powell, Alderman Taylor, Alderwoman Williams, Alderwoman Warfield Bates, Alderman Slay.

The Mayor declared the motion carried.

C) Discussion and Approval of Draft Ordinance, Building Codes & Modification of Fees

The Mayor requested a motion to approve the Amended Building Code Ordinance & Modification of Fee Schedule.

Motion made by Alderman Slay, Seconded by Alderman Taylor.

Voting Yea: Alderman Powell, Alderman Taylor, Alderwoman Williams, Alderwoman Warfield Bates, Alderman Slay.

The Mayor declared the motion carried.

D) Discussion of Street Sign Survey & Replacement Project (Quote & Budget)

The Board directed Mike McCollum, Planning and Zoning Director, to provide additional information on priority signs and possible utilization of E911 funds for replacement of missing or damaged signs. He will research and bring additional information back to the board at a later date.

No action taken.

E) Discussion of Hwy 51 Right of Way Maintenance & MDOT

No action taken.

F) Discussion of National Flood Insurance Program Participation by the City

The Mayor requested a motion to participate in the National Flood Insurance Program and authorize the resolution of intent.

Motion made by Alderman Powell, Seconded by Alderwoman Warfield Bates.

Voting Yea: Alderman Powell, Alderman Taylor, Alderwoman Williams, Alderwoman Warfield Bates, Alderman Slay.

The Mayor declared the motion carried.

7. Old Business

A) Request for Board Adoption of Residential Rental Inspection Code

The Mayor requested the board review the draft ordinance and send feedback via email to Mike McCollum and Zac Giddy by December 27, 2022.

No action taken.

B) Request for Board Adoption of Special Events Ordinance

The Mayor requested a motion to approve the Special Events Ordinance, as amended (strike "committee" and designate a special events coordinator; additionally, to provide reports back to the board on all special events planning for the city).

Motion made by Alderman Slay, Seconded by Alderwoman Warfield Bates.

Voting Yea: Alderman Powell, Alderman Taylor, Alderwoman Williams, Alderwoman Warfield Bates, Alderman Slay.

The Mayor declared the motion carried.

C) Request for Board Adoption of Security Camera Ordinance

The Mayor encouraged feedback from business owners and the public; no members of the public came forward. The Mayor then requested a motion to approve the Security Camera Ordinance.

Motion made by Alderwoman Williams, Seconded by Alderman Slay.

Voting Yea: Alderman Powell, Alderman Taylor, Alderwoman Williams, Alderwoman Warfield Bates, Alderman Slay.

The Mayor declared the motion carried.

D) Request for Board Adoption of Crimestoppers Ordinance and \$2.00 ticket fee.

The Mayor requested a motion to approve the Crimestoppers ordinance.

Motion made by Alderwoman Warfield Bates, Seconded by Alderwoman Williams.

Voting Yea: Alderman Powell, Alderman Taylor, Alderwoman Williams, Alderwoman Warfield Bates, Alderman Slay.

The Mayor declared the motion carried.

E) Request for Board Adoption of Ordinance Regulating Discharging of Firearms within City Limits

No action taken.

Requesting Board Adoption of Kratom Ordinance

The Mayor requested a motion to approve the Kratom / Synthetic Cocaine Prohibition ordinance.

Motion made by Alderwoman Williams, Seconded by Alderwoman Warfield Bates.

Voting Yea: Alderman Powell, Alderman Taylor, Alderwoman Williams, Alderwoman Warfield Bates, Alderman Slay.

F) Request for Board Adoption of Alcoholic Beverage Ordinance (Open Container)

The Mayor requested a motion to approve the Alcoholic Beverages (Open Container) ordinance.

Motion made by Alderwoman Williams, Seconded by Alderman Taylor.

Voting Yea: Alderman Powell, Alderman Taylor, Alderwoman Williams, Alderwoman Warfield Bates, Alderman Slay.

The Mayor declared the motion carried.

G) Request for Board Adoption of Alternative Nicotine Products Ordinance

The Mayor requested a motion to approve the Alternative Nicotine Products ordinance.

Motion made by Alderwoman Williams, Seconded by Alderwoman Warfield Bates.
Voting Yea: Alderman Powell, Alderman Taylor, Alderwoman Williams, Alderwoman Warfield Bates, Alderman Slay.

The Mayor declared the motion carried.

8. City Clerk, City Administration Matters (Lindsay Kellum)

A) City Clerk's Office, General Update

The City Clerk provided an update to the board concerning the City Administration.

No action taken.

B) Monthly Privilege License Report

The City Clerk provided an update to the board on privilege license collections.

No action taken.

C) Discussion and Consideration for City Clerk's Office to Secure Procurement and Travel Cards

The board directed the City Clerk's office to put together a draft policy and proposed monetary threshold amount for cards, as well as research options to bring back to the board at a later date.

No action taken.

D) Discussion of Purchase of City T-Shirts, Polos and Caps for Board and Staff; Audit Requirements (Promotional Items)

The Mayor requested a motion to order and purchase promotional and advertising items for the board and city staff to wear to conventions and community events, in favorable promotion of the city. The items include polos, t-shirts and hats, within the budgeted amount of \$2500.00 in the adopted FY23 budget.

Motion made by Alderman Slay, Seconded by Alderwoman Warfield Bates.
Voting Yea: Alderman Powell, Alderman Taylor, Alderwoman Williams, Alderwoman Warfield Bates, Alderman Slay.

The Mayor declared the motion carried.

E) Request to Contribute to Gluckstadt Madison Business Alliance, Chamber of Commerce (Advertising Budget, \$2500.00)

The Mayor requested a motion to approve an advertising payment in the amount of \$2500.00 to the City's Chamber of Commerce, the Gluckstadt Madison Business Alliance, for promotion of the city and advertising of future city events.

Motion made by Alderman Powell, Seconded by Alderwoman Williams.
Voting Yea: Alderman Powell, Alderman Taylor, Alderwoman Williams, Alderwoman Warfield Bates, Alderman Slay.

The Mayor declared the motion carried.

9. Building Official, Planning and Zoning Matters (Mike McCollum & William Hall)

A) General Update from Planning and Zoning / Building Dept.

The Planning and Zoning Administrator and the Building Official provided an update to the board related to matters in their departments.

No action taken.

B) Permitting Log Update

The Building Official provided an update on permit collections.

No action taken.

C) Planning and Zoning Meeting Minutes, 11/22/22 Meeting

The Building Official provided an update on the most recent meeting of the Planning and Zoning Commission.

No action taken.

D) Site Plan Revision for Consideration, Tate Office Building

The Mayor requested a motion to approve the site revision plan for Tate Office Building.

Motion made by Alderman Slay, Seconded by Alderman Powell.
Voting Yea: Alderman Powell, Alderman Taylor, Alderwoman Williams, Alderwoman Warfield Bates, Alderman Slay.

The Mayor declared the motion carried.

10. Police Chief, Police Department & Municipal Court Matters (Chief Wendell Watts)

A) General Update, Police Department - Chief Watts

The Chief of Police provided an update on law enforcement matters.

No action taken.

11. Public Comment

No members of the public signed up for the public comment section.

No action taken.

12. Closed Session to Determine Need for Executive Session

The Board considered entering into closed session to determine whether to go into Executive Session.

Motion made by Alderman Slay, Seconded by Alderwoman Williams.

Voting Yea: Alderman Powell, Alderman Taylor, Alderwoman Williams, Alderwoman Warfield Bates, Alderman Slay.

The Mayor declared the motion carried.

The Board then considered entering into Executive Session.

Motion made by Alderwoman Bates to enter into executive session for the transaction of business related to the police department land purchase and personnel matters related to the city clerk's department staffing (job performance and increase in compensation of Deputy City Clerk). Seconded by Alderman Powell.

Voting Yea: Alderman Powell, Alderman Taylor, Alderwoman Williams, Alderwoman Warfield Bates, Alderman Slay.

The Mayor declared the motion carried.

The Board entered Executive Session. A public announcement was made that the Board had entered into Executive Session for the transaction of business related to the police department land purchase and personnel matters related to the city clerk's department staffing (job performance and increase in compensation of Deputy City Clerk).

A) Police Department & Municipal Court Land Purchase, Execution of Closing Contract

After board discussion of the closing process on the police station land contract, the Mayor requested a motion to approve the execution of the closing contract on the land purchase (purchase of one acre of property for the purpose of building a police station and municipal court at purchase price of \$315, 810.00) and accept the donation of a second acre of land, generously donated developer, Anthony Morrison.

Motion made by Alderman Taylor to authorize the Mayor to execute the one-acre land purchase contract for the purposes of building a police station and municipal court at a purchase price of \$315,810.00 and accept the donation of a second acre of land, generously donated developer, Anthony Morrison. Seconded by Alderman Powell.

Voting Yea: Alderman Powell, Alderman Taylor, Alderwoman Williams, Alderwoman Warfield Bates, Alderman Slay.

The Mayor declared the motion carried.

A) City Clerk's Request for Mid-Year Increase in Compensation for Deputy City Clerk, Due to Workload and Job Performance

After board discussion of the Deputy City Clerk's job duties and workload, and his starting salary of \$48,000.00, the City Clerk requested board approval to increase the Deputy City Clerk's salary to \$54,000.00, effective upon reaching his 6 month work anniversary on December 20,

2022 (placed on subsequent pay period); and an additional increase to \$58,000.00 upon reaching his one year employment anniversary on June 20th, 2023.

Motion made by Alderman Taylor to authorize increase of Deputy City Clerk's salary from \$48,000.00 annually to \$54,000.00, upon reaching his six month employment anniversary of December 20, 2022, with an additional increase to \$58,000.00 effective upon his one year employment anniversary of June 20, 2023.

Voting Yea: Alderman Powell, Alderman Taylor, Alderwoman Williams, Alderwoman Warfield Bates, Alderman Slay.

The Mayor declared the motion carried.

Within Executive Session, a motion was made by Alderman Slay to leave Executive Session and reenter Open Session. Seconded by Alderman Taylor.

The Executive Session ended. A public announcement was made as to the actions taken by the Board; the Board approved authorization of closing on a one-acre land purchase contract for the build out of the Police Station and Municipal Court at \$315, 810.00 and acceptance of a donation of an additional acre of land by the developer. Additionally, the Board approved an increase in salary for the Deputy Clerk from \$48,000.00 annually to \$54,000.00, upon reaching his six month employment anniversary of December 20, 2022, with an additional increase to \$58,000.00 effective upon his one year employment anniversary of June 20, 2023.

13. Adjourn

There being no further business before the Board of Aldermen, the Mayor requested a motion to adjourn.

Motion made by Alderman Taylor, Seconded by Alderman Powell.

Voting Yea: Alderman Powell, Alderman Taylor, Alderwoman Williams, Alderwoman Warfield Bates, Alderman Slay.

The Mayor declared the motion carried.

Walter Morrison

WALTER C. MORRISON, IV
MAYOR

ATTEST:

DATE:

Lindsay D. Kellum

1/11/23

LINDSAY D. KELLUM
CITY CLERK



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