



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

**Tuesday, February 14, 2023 at 6:00 PM**

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**Minutes**

**1. Call Meeting to Order and Roll Call**

The Mayor called the February 14, 2023 Regular Meeting of the Mayor and Board of Aldermen to order.

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

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 Steven Brooks opened the meeting with prayer.*

*Alderman Powell led the pledge of allegiance.*

No action taken.

**3. Presented Items**

*The Mayor amended the agenda to add the following presented item (item A):*

**A) Presentation of Award of Excellence to Sergeant Stephen Tucker**

*Police Chief Watts recognized Sergeant Tucker for his investigative efforts in recent auto burglaries and gifted Sergeant Tucker a certificate of excellence.*

*Sergeant Tucker thanked the Chief and the Board.*

**B) Introduction of Michael Bailey, Candidate for Madison County Constable (District 3)**

*Constable Michael Bailey introduced himself to the board and public; he serves as the Constable for Madison County District Three (3), recently appointed to fill the remainder of the term by the Board of Supervisors. Constable Bailey is also running for election to this post in November of 2023.*

No action taken.

**C) Consideration of Resolution Declaring February 20th - 24th, 2023 as Firefighter Appreciation Week (Alderman Powell)**

*Alderman Powell presented a formal resolution for board consideration, recognizing members of Gluckstadt Fire Department and declaring February 20th - 24th, 2023 as Firefighter Appreciation Week in the City of Gluckstadt. (Exhibit A).*

The Mayor requested a motion to adopt the resolution. Motion made by Alderman Powell, Seconded by Alderman Slay.

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

The Mayor declared the motion carried.

**D) Oath of Office, Dustin Perry (Fire Marshal), Enforcement of Gluckstadt Fire Codes**

The Mayor requested the board appoint Dustin Perry as the official Fire Marshal for the City of Gluckstadt, in order to enforce the city's fire codes. Motion made by Alderman Taylor, Seconded by Alderman Powell.

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

The Mayor declared the motion carried.

The Mayor then administered the Oath of Office to appointed Gluckstadt Fire Marshal, Dustin Perry.

No action taken.

**4. Approval of Consent Agenda Items (Exhibit B)**

**A) Approval of January 11, 2023 Special Called Meeting Minutes**

**B) Approval of Claims Docket**

**C) Purchase of New Street Department Equipment**

**D) Request for Proposals for Debris Pickup Services**

- E) Authorization to Advertise for Two Street Department Employees**
- F) Laptop Computer Purchase**
- G) Asphalt Quotes**
- H) Request for Approval of Franchise Agreement, CenterPoint Energy**
- I) Request to Attend Middle Mississippi Building Officials Association 2023 Class on Construction and Code Principles**
- J) Request for Approval to Join Mississippi Municipal Court Clerk's Association and Pay Annual Dues (Court Clerk and Deputy Court Clerk)**
- K) Request to Attend Municipal Clerks and Collectors Association Spring Conference, April 26-28th, Cleveland (Approval of Associated Registration Fees & Travel Reimbursement, City Clerk and Deputy Clerk)**
- L) Request to Attend Miss. Municipal Service Company's Workshop on Workers Compensation, 3/9 in Pearl (City Clerk and Deputy City Clerk), No Cost**
- M) Request to Register Board Members, City Clerk and Deputy City Clerk for 2023 MML Conference, Biloxi**
- N) Request for Approval to Attend Street Cop Training (7/27/23, Brandon) & Payment of Registration Fee, Officer Jones**
- O) Request for Approval of Quote for Promotional Attire for City Staff and Board (Tshirts, Hats, Polos)**

Item 4-H (Franchise Agreement with CenterPoint Entergy) was pulled off the consent agenda and Mayor Morrison requested legal draft a formal ordinance to bring back for board consideration in March.

With the removal of item 4-H, the Mayor then requested a motion to adopt the consent agenda. Motion made by Alderman Taylor, Seconded by Alderman Powell.

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

The Mayor declared the motion carried.

## **5) Amendment to Budget & Monthly Budget Report**

### **A) Discussion: Need for Mid-FY Budget Amendment (*Exhibit C*)**

Discussion and Request for Approval: Mid-Fiscal Year Budget Amendment

The Mayor and Board discussed the need to amend the FY23 budget.

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The Mayor then requested a motion to adopt the Resolution Amending the FY23 Municipal Budget. (*Exhibit C*). Motion made by Alderman Powell, Seconded by Alderman Taylor.

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

The Mayor declared the motion carried.

## **B) Monthly Budget Report(s)**

*The Mayor presented the monthly budget report(s). (Exhibit D).*

No action taken.

## **6. New Business**

### **A) Discussion and Approval of Draft Ordinance, Eliminating Smoking in All Workplaces and Public Places (Mayor Morrison)**

*Mayor Morrison presented a draft ordinance eliminating smoking in all workplaces and public places. Additionally, Mayor Morrison requested Ms. Linda Jordan-Jefferson, with Mississippi Tobacco-Free Coalition of Madison, and Ms. Rhonda Shirley, with The Partnership for a Healthy Mississippi, address the board and public to give a presentation in support of passage of the ordinance.*

The Mayor then requested a motion to adopt the Ordinance Eliminating Smoking in all Workplaces and Public Places within the City of Gluckstadt. (*Exhibit E*). Motion made by Alderman Taylor, Seconded by Alderman Slay.

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

The Mayor declared the motion carried.

### **B) Consideration of adoption of the Floodplain Management and Illicit Discharge Ordinances**

*Mayor Morrison requested Mr. McCollum present draft ordinances establishing flood plain regulations, as well as establishing regulations for stormwater runoff, illicit discharges, and illegal connections.*

The Mayor then requested a motion to adopt an Ordinance Establishing Flood Prevention Regulations and a separate Ordinance Establishing Regulations for Stormwater Runoff, Illicit Discharges and Illegal Connections. (*Exhibit F*). Motion made by Alderman Slay, Seconded by Alderman Taylor.

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

The Mayor declared the motion carried.

### **C) Discussion and Consideration of Ordinance, International Fire Code & Appendices**

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*Mayor Morrison presented a draft ordinance adopting the 2018 International Fire Code and Appendices.*

The Mayor then requested a motion to adopt the 2018 International Fire Code and Appendices. (*Exhibit G*). Motion made by Alderman Powell, Seconded by Alderman Slay.

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

The Mayor declared the motion carried.

**D) Compilation and AUP Report, City of Gluckstadt (Fiscal Year 2021); Request to Publish**

*Mayor Morrison presented the FY21 Compilation and AUP Report for the City of Gluckstadt.*

*Ms. Kellum requested the Board accept the report and authorize publication of the FY21 Compilation and AUP Report by making the report publicly available at City Hall and all Gluckstadt Firehouses for a period of thirty (30) days. (Exhibit H).*

The Mayor then requested a motion for approval. Motion made by Alderwoman Bates, Seconded by Alderman Slay.

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

The Mayor declared the motion carried.

**E) Consideration of Increasing Purchasing Limit Subject to Prior Board Approval, City's Purchasing Policy**

*Ms. Kellum explained the current thresholds found in the adopted internal purchasing policy. Due to delays in procurement, the city staff is requesting an amendment to item 3 found within the policy (specifically the \$1000.01 threshold) to increase to a \$5000.00 threshold, before it requires the quote to be brought before the board for prior approval. The board would still be able to review any purchases prior to payment through the city's regular claims process.*

The Mayor requested a motion to amend the city's purchasing policy to allow an increase from \$1000.01 to \$5000.00 limit, before it would require prior authorization from the Board (placed on a meeting agenda for approval prior to purchase). (*Exhibit I*). Motion made by Alderman Taylor, Seconded by Alderman Slay.

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

The Mayor declared the motion carried.

**F) Discussion of Cash Management Guidelines (Alderman Slay)**

*The Mayor requested this item be tabled until March.*

No action taken.

**G) Discussion, Request for Proposals, Selected Public Fund Depositories for the City (Investment of Funds)**

*The Mayor requested this item be tabled until March.*

No action taken.

**7. Old Business**

**A) Discussion of Mayor vs. Alderman Responsibilities, City Hall (Related to Day-to-Day Operations and Supervising of City Staff)**

Mayor Morrison explained that recent issues have arisen related to some aldermen providing directives to city hall staff or acting in a supervisory capacity related to daily operations at city hall. The Mayor, with some interjection from legal on relative legal authority, outlined the statutory differences in his role as Mayor and the role of an Alderman.

As provided by Miss. Code Ann. Section 21-3-15, "executive power of the municipality shall be exercised by the Mayor, and the mayor shall have superintending control of all the officers and affairs of the municipality and shall take care that the laws and ordinances are executed. The legislative power of the municipality shall be exercised by the Board of Aldermen by a vote within a legally called meeting. No member of the Board of Aldermen shall give orders to any employee or subordinate of a municipality other than the Alderman's personal staff."

Mayor Morrison then requested that if an Alderman would like for a staff member to fulfill a request, or a particular task, to please communicate to him first and he would oversee handling of the request timely with the city department. Additionally, he stated that an alderman, like a citizen, may submit any public works related issue via the city's app, Gluckstadt on the Go, for a work order to be issued.

Alderman Williams provided commentary and feedback to the Mayor, as did Alderman Slay.

No action taken.

**B) Approval of MDAH Ordinance, \$1.00 Records Retention Fee**

The Mayor requested a motion to adopt a formal Ordinance to add the \$1.00 Administrative Records Fee for Government Records Management (Request from MDAH) to public records requests made to the city. (*Exhibit J*). Motion made by Alderman Powell, Seconded by Alderman Slay.

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

The Mayor declared the motion carried.

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

**A) General Update, City Clerk's Office**

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

No action taken.

**B) Monthly Privilege License Report (Refer to Memo)**

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

No action taken.

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

**A) General Update, Planning and Zoning Actions**

*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) Report, Permitting**

*The Building Official provided an update on permit collections.*

No action taken.

**C) Planning and Zoning Commission Agenda**

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

No action taken.

**D) Consideration of Granting or Denying Conditional Use Permit for Stuckey Mine**

*The Mayor requested a motion to grant the Conditional Use Permit for Stuckey Mine. (Exhibit K). Motion made by Alderman Powell, Seconded by Alderman Slay.*

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

The Mayor declared the motion carried.

**10. Police Chief, Police Department Matters (Chief Wendell Watts)**

**A) General Update, Police Department Matters**

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

No action taken.

**B) Request to Seek Upcoming Grant Opportunities for the Police Department**

The Chief of Police outlined various grant opportunities coming up for the police department and options to bring on a grant writer on a contractual basis to assist in securing said grant funding; he requested the Board authorize his staff to seek out and apply for various grant opportunities for law enforcement funding over the next fiscal year.

The Mayor requested a motion to authorize the Police Chief to apply for various law enforcement grant opportunities. Motion made by Alderman Slay, Seconded by Alderman Powell.

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

The Mayor declared the motion carried.

### **C) Request for Approval of MOU with Madison County Sheriff's Department**

The Chief of Police explained the need for a Memorandum of Understanding with the Madison County Sheriff's Department for tactical and other law enforcement services and requested Board approval.

The Mayor requested a motion to approve the Memorandum of Understanding for Tactical and Other Law Enforcement Services with the Madison County Sheriff's Department. (*Exhibit L*). Motion made by Alderman Powell, Seconded by Alderman Taylor.

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

The Mayor declared the motion carried.

## **11. Court Clerk, Municipal Court Department (Stephanie Gerlach)**

### **A) General Update, Municipal Court Department**

*The Municipal Court Clerk provided an update on court matters.*

No action taken.

## **12. Public Comment**

The following citizens addressed the board with concerns:

*Kip Clark (Lake Arrington Homeowners Association)*

Mr. Clark addressed the Board on behalf of the Members of the Lake Arrington Homeowners Association concerning the finding by Mississippi Department of Environmental Quality that the pond located within the subdivision would need to be drained, due to potential flooding concerns. The estimated cost for this project is \$450,000.00 and would be the responsibility of the homeowner's association. The Homeowners Association is advising the board of this issue and is requesting any assistance the city may be able to provide in helping the association apply for a grant to cover the project.



No action taken.

**13. Closed Session to Determine Need for Executive Session**

The Board considered entering into closed session to determine whether to go into Executive Session. The Mayor requested a motion to enter closed determination.

The Board did not enter closed determination, as it was determined there was not a need for executive session.

No action taken.

**14. Adjourn**

There being no further business before the Board of Aldermen, the Mayor requested a motion to adjourn. Motion made by Alderman Powell, Seconded by Alderman Slay.

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

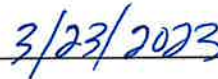
The Mayor declared the motion carried.



WALTER C. MORRISON, IV  
MAYOR

ATTEST:

DATE:



LINDSAY D. KELLUM  
CITY CLERK

[Seal]

