



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

Tuesday, April 09, 2024, at 6:00 PM

Minutes

1) Call Meeting to Order and Roll Call

The Mayor called the April 9, 2024, Regular Meeting of the Mayor and Board of Aldermen to order. The Mayor presented the Notice of Regular Meeting of the Mayor and Board of Aldermen of the City of Gluckstadt, Mississippi acknowledged by all Aldermen. (Exhibit "A").

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

Staff Members Present: City Clerk Lindsay Kellum, Deputy Clerk Scott Maugh, Executive Assistant Janet Brooks, Planning & Zoning Director / Building Official William Hall, Public Works Director Chris Buckner, Executive Assistant Bridgette Smith, Chief of Police Barry Hale, Grant Administrator Ruth Stogner, City Attorney John Scanlon and City Attorney Zachary Giddy.

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

A) Presentation: Officer of the Quarter, Officer Joseph Mullins

The Chief of Police, Barry Hale, presented the Officer of the Quarter Award to Officer Joseph Mullins. The Mayor congratulated Officer Mullins and thanked him for his work on behalf of the City of Gluckstadt.

No action taken.

The Mayor then amended the agenda to add the below item at the request of Chris Buckner, Public Works Director.

B) Keep Mississippi Beautiful Membership, City of Gluckstadt

Mr. Buckner introduced representatives with Keep Mississippi Beautiful, Sarah Kantouris and Jan Richardson. Ms. Kantouris explained the application process for the City of Gluckstadt to join and the benefits membership entails.

Mr. Buckner has the application and will work on getting it filled out for the Mayor's signature, as well as forming a committee, to bring back before the board for approval at a future meeting.

No action taken.

4) Approval of Consent Agenda Items

- A) Approval of March 12, 2024, Meeting Minutes**
- B) Approval of Monthly Claims Docket**
- C) Requesting Approval to Purchase a Cspire Cellular Phone to Assist with Narcotics Investigations**
- D) Request for Approval of Travel and Training Reimbursements for 2024 MACP Summer Educational Conference (Chief Hale and Assistant Chief Slaven)**
- E) Request for Approval of Travel and Training Reimbursements for Mississippi Command College (Sgt. David Potvin and Sgt. Kyrie Lucas)**
- F) Request for Approval of Travel and Training Reimbursements for Active Shooter Training (Officer Duane Montgomery)**
- G) Asphalt Term Bid Attachment Error, Board Notification**
- H) Request for Approval for Travel and Training Reimbursement for SWAT Team Leader Course (Assistant Chief Slaven and Lt. Tucker)**

The Mayor amended the consent agenda (Exhibit "B") to add the below item at the request of Chief Hale.

- I) Request for Approval for Travel and Training Reimbursement for SWAT Team Leader Course (Assistant Chief Slaven and Lt. Tucker)**

The Mayor requested a motion to approve the consent agenda as amended, with the addition of the above training and travel item, as well as four (4) late additions to the claims docket (explanatory memo included in exhibit to minutes).

A motion to approve the consent agenda, as amended, was made by Alderman Slay, and the motion was seconded by Alderman Taylor.

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

The Mayor declared the motion carried.

5) Monthly Budget Report

- A) Monthly Budget Report(s)**

The Mayor presented the monthly budget report(s). (Exhibit "C").

No action taken.

B) Monthly Bank Reconciliations, Various City Accounts

The City Clerk provided bank reconciliations for all city accounts to the Mayor and Board of Aldermen. (Exhibit "D").

No action taken.

6) Grant Administrator, Grant Status Updates (Ruth Marie Stogner)

A) Consideration of Homeland Security Grant 23LE4505B, Approval of Modification

The Grant Administrator, Ruth Marie Stogner, updated the Mayor and Board of Aldermen on recent matters related to grants. She then requested the Mayor and Board of Aldermen approve the Modification to the Homeland Security Grant (23LE4505B) (Exhibit "E"); the grant modifications were approved by Department of Homeland Security in March 2024.

Alderman Powell made a motion to approve the modifications to the Homeland Security Grant (23LE4505B), and the motion was seconded by Alderwoman Bates.

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

The Mayor declared the motion carried.

7) New Business

A) Request for Approval, Change Order #2(A), Gluckstadt Police Department Capital Construction Project

Chief Hale explained the below change order request to the Mayor and Board of Aldermen for the new Police Department and Municipal Court and asked for their approval. (Exhibit "F").

Alderman Slay made a motion to approve Change Order #2(A) for the Gluckstadt Police Department & Municipal Court Capital Construction Project, and the motion was seconded by Alderman Powell.

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

The Mayor declared the motion carried.

B) Request for Approval, Change Order #2(B), Gluckstadt Police Department Capital Construction Project

Chief Hale explained the below change order request to the Mayor and Board of Aldermen for the new Police Department and Municipal Court and asked for their approval. (Exhibit "G").

Alderman Slay made a motion to approve Change Order #2(B) for the Gluckstadt Police Department & Municipal Court Capital Construction Project, and the motion was seconded by Alderwoman Bates.

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

The Mayor declared the motion carried.

C) Request for Approval, Change Order #3, Gluckstadt Police Department Capital Construction Project (Court Services)

Chief Hale explained the below change order request to the Mayor and Board of Aldermen for the new Police Department and Municipal Court and asked for their approval. (Exhibit "H").

Alderman Powell made a motion to approve Change Order #3 for the Gluckstadt Police Department & Municipal Court Capital Construction Project., and the motion was seconded by Alderman Slay.

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

The Mayor declared the motion carried.

8) Old Business

A) Discussion of Freeport and Industrial Tax Exemptions (Alderman Slay)

Alderman Slay led the discussion on Freeport and Industrial Tax Exemptions and explained his thorough research on the subject, along with Alderwoman Bates, Ms. Kellum and Mr. Maugh. Additionally, he answered questions and concerns of fellow board members.

Alderman Slay made a motion to require freeport warehouse industries located in the City of Gluckstadt to come back before the board to apply for exemptions by March 1st, 2025, and must follow the process in the city's adopted resolution and come before the Board individually, filling out the proper applications and submitting all necessary paperwork for the Board of Aldermen to make a sound determination; the deadline of March 1, 2025 will be fixed ahead of the 2025 tax roll preparation for the Madison County Tax Assessor and notice will be sent via certified letter to qualifying industries from the City Clerks Office in advance. The motion was seconded by Alderwoman Bates.

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

The Mayor declared the motion carried.

9) City Clerk, City Administration Matters (Lindsay Kellum)

A) General Update, City Administration

The City Clerk updated the Mayor and Board of Aldermen on City Administration matters.

No action taken.

B) Monthly Privilege License Update (Deputy City Clerk)

The Deputy City Clerk updated the Mayor and Board of Aldermen on monthly privilege license collections. (Exhibit "I").

Alderswoman Williams asked Mr. Maugh to be in contact with Mississippi Department of Revenue to find out if any businesses that were found not to be paying taxes previously, but have been found to have been in business, how the back taxes would be collected and remitted to the city. She is requesting an update in May.

No action taken.

C) Request to Implement Compensatory Time Policy, City Employee Handbook Amendment

The City Clerk explained the request to implement compensatory time on behalf of city staff. (Exhibit "J").

Alderman Taylor made a motion to approve the compensatory policy to be added to the current city employment handbook, and the motion was seconded by Alderman Powell.

Voting Yea: Alderman Powell, Alderman Taylor, Alderswoman Williams, Alderswoman Bates, Alderman Slay

The Mayor declared the motion carried.

10) Building Official, Planning and Zoning Matters (William Hall)

A) General Planning and Zoning and Building Department Updates

The Planning and Zoning Administrator updated the Board on General Planning and Zoning and Building Department Updates.

No action taken.

B) Discussion and Consideration of The Meadows Preliminary Plat

Alderman Slay made a motion to approve the Meadows Preliminary Plat (Exhibit "K"), per recommendations from the Planning and Zoning Commission, and the motion was seconded by Alderman Taylor.

Voting Yea: Alderman Powell, Alderman Taylor, Alderswoman Williams, Alderswoman Bates, Alderman Slay

The Mayor declared the motion carried.

C) Discussion and Consideration of The Corner Site Plan

Alderman Powell made a motion to approve the Corner Site Plan (Exhibit "L"), per recommendations from the Planning and Zoning Commission, and the motion was seconded by Alderman Taylor.

Voting Yea: Alderman Powell, Alderman Taylor, Alderswoman Williams, Alderswoman Bates, Alderman Slay

The Mayor declared the motion carried.

The Mayor amended the agenda to add the following item:

D) Gluckstadt Village Project (Updated Plans Received 4/9/24)

The Mayor discussed several issues and concerns related to the original site plan approval of this project by the Planning and Zoning Commission, as well as the Board of Aldermen, and the construction of buildings which seem to deviate substantially from the approved site plan.

The Mayor allowed Sunny Sethi, the developer of the Gluckstadt Village project, to come before the board to address said concerns and answer questions.

The Mayor asked if there was a motion to approve the updated site plan and the newly constructed buildings. Mr. Hall notified the board that the site plan before the board this evening is still not the correct version, and he is still awaiting submittal of the final amended version.

Mr. Slay made a motion to approve the building as constructed, conditional upon receiving a final corrected site plan, which meets Mr. Hall's standards and is in compliance with the city's building requirements, and the motion was seconded by Alderman Taylor.

Alderwoman Williams noted that all site plans submissions for buildings in the future will be highly scrutinized, related to the Gluckstadt Village project. The Mayor assured her that these site plans will be reviewed closely and the rules the Board has adopted to date, will be strictly enforced.

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

The Mayor declared the motion carried.

11) Public Works Department (Chris Buckner)

A) Request for Approval of Paving in Red Oak Subdivision

Alderman Powell made a motion to proceed with the road rehabilitation, maintenance, and paving project for Red Oak Subdivision (five roads, totaling \$452,622.00; county bond money will offset some costs to the city), and the motion was seconded by Alderman Taylor.

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

The Mayor declared the motion carried.

B) Request for Approval of Cooperation Agreement with Madison County for Roads to be Paved (County Bond Money)

Alderman Slay made a motion to enter into a Memorandum of Understanding with Madison County related to the paving of roads (Exhibit "M"), and the motion was seconded by Alderwoman Bates.

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

The Mayor declared the motion carried.

C) Discussion of Traffic Study Along Gluckstadt Rd

Chris Buckner, Public Works Director, and Brad Engels, City Contract Engineer, addressed the board on current issues related to speeding tickets on Gluckstadt Road and Calhoun Station Parkway, and commissioning a traffic study.

The Mayor asked if the Board was interested in commissioning a traffic study to address concerns about the speed limits on both roads.

The matter failed, for lack of motion.

No action taken.

12) Police Chief, Police Department Matters (Chief Berry Hale)

A) General Updates, Police Department Matters

The Chief of Police then updated the Board on law enforcement matters.

No action taken.

B) Request for Approval to Purchase Furniture Items for New Gluckstadt Police Department (Barefield Workplace Solutions, Verified State Contract)

Alderman Slay made a motion to approve the quote (Barefield Workplace Solutions, as verified state contract pricing) and proceed with the purchase of furniture for the new Police Department and Municipal Court (Exhibit "N"), and the motion was seconded by Alderwoman Bates.

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

The Mayor declared the motion carried.

C) Consideration of Approval of Continuity of Operations Plan (Chief Barry Hale & EMA Manager, Kerry Minninger)

Alderwoman Bates made a motion to approve the Continuity of Operations Plan, drafted by the City's EMA Director, Kerry Minninger, (Exhibit "O"), and the motion was seconded by Alderman Powell.

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

The Mayor declared the motion carried.

13) Public Comment

No members of the public signed up for public comment to address the Board.

14) Closed Session to Determine Need for Executive Session

The Mayor requested a motion to move into closed determination to consider going into executive session. A motion was made by Alderman Slay to enter closed determination and seconded by Alderman Taylor.

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

The Mayor declared the motion carried.

The Board entered closed determination.

Alderman Powell made a motion to move into executive session to discuss the potential purchase of real estate for a city building and a personnel matter related to the job performance of an employee in the police department and was seconded by Alderman Taylor.

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

The Mayor declared the motion carried.

The Board entered executive session. The City Clerk made an announcement to the public that the Board entered executive session to discuss the potential purchase of real estate for a city building and a personnel matter related to the job performance of an employee in the police department.

A) Resignation of Timothy Harper, Reserve Officer

The Chief of Police notified the Mayor and Board that Officer Harper had taken a new full-time position in another jurisdiction and left the police department in good standing.

No action taken.

B) Demotion of Roy Dickerson, Sergeant

Due to recent performance issues, Chief Hale requested a reduction in rank for Sergeant Roy Dickerson; the Chief requested to demote Mr. Dickerson from Sergeant to Patrol Officer at \$50,000.00, plus benefits such as health insurance and retirement; Mr. Dickerson, in his new position, will also be subject to a ninety-day improvement plan.

Alderman Taylor made a motion to demote Mr. Roy Dickerson from Sergeant to Patrol Officer, at \$50,000.00 a year, plus benefits such as health insurance and retirement, effective on the April 26th payroll; subject to a ninety-day performance improvement plan wherein the Chief will report back to the Board as to Officer Dickerson's progress. The motion was seconded by Alderman Slay.

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

The Mayor declared the motion carried.

C) Promotion of Mr. Duane Montgomery to Acting Sergeant

Chief Hale requested Officer Duane Montgomery be promoted from Patrol Officer to Acting Sergeant at \$55,000.00, plus benefits such as health insurance and retirement; Officer Montgomery has already completed all necessary background checks and exams, such as a polygraph and psych examination for employment with the police department.

The Chief intends to post the Sergeant position for recruitment and make a final decision as to hiring or promoting a permanent Sergeant at a later date.

Alderman Powell made a motion to promote Officer Duane Montgomery from Patrol Officer to Acting Sergeant (on an interim basis) at \$55,000.00, plus benefits such as health insurance and retirement; not subject to additional background checks, as Officer Montgomery has already completed all necessary background checks and exams, such as a polygraph and psych examination for employment with the police department. The motion was seconded by Alderman Slay.

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

The Mayor declared the motion carried.

The Board discussed the potential purchase of real estate for a municipal building.

No action taken.

Within the executive session, Alderman Slay made a motion to leave executive session and re-enter open session, Seconded by Alderwoman Bates.

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

The Mayor declared the motion carried.

The City Clerk announced that the Board accepted the resignation of a reserve officer, demoted a sergeant to patrol officer at \$50,000.00, plus relative benefits, and promoted a patrol officer to interim / acting sergeant at \$55,000.00, plus relative benefits. Additionally, the board discussed a potential real estate purchase for a municipal building, but no action was taken on the matter.

15) Adjourn

There being no further business before the Board, the Mayor asked for a motion to adjourn the meeting. Alderman Slay made the motion to adjourn, and the motion was seconded by Alderman Powell.

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

The Mayor declared the motion carried.

Walter Morrison

WALTER C. MORRISON, IV
MAYOR

ATTEST:

DATE:

Lindsay Kellum

5/14/24

LINDSAY D. KELLUM
CITY CLERK

[Seal]

