***MINUTES OF THE PROCEEDING OF THE MAYOR AND BOARD OF ALDERMAN OF THE CITY OF SALTILLO, MISSISSIPPI WHO MET IN A REGULAR BOARD MEETING HELD ON JULY 18, 2017 AT THE CITY HALL BOARD ROOM AT 6:00 P.M.***

Be it remembered that the Mayor and Board of Aldermen of the City of Saltillo, Mississippi met in a regular board meeting held on July 18, 2017 at the City Hall Board Room at 6:00 P.M. and the following officials were present to wit:

Mayor                                Rex Smith

Aldermen                           Donald Cullum

Malcomb Driskill

Terry Glidewell

Copey Grantham

Craig Sanders

City Clerk                           Mary Parker

City Attorney                      Chris Evans

Thereupon the Mayor declared a legal quorum present. The meeting was opened for the following business:

**RE:  APPROVE AGENDA**

On the motion of Terry Glidewell, seconded by Craig Sanders, and by an affirmative vote of all present to approve the agenda for the Mayor and Board of Aldermen regular called board meeting July 18, 2017, with the addition of a used car sales issue.

Ordered this the 18th day of July, 2017.

**RE: APPROVE MINUTES – JULY 5, 2017**

On the motion of Terry Glidewell, seconded by Craig Sanders, and by an affirmative vote of all present to approve the minutes of the regular meeting of the Mayor and Board of Aldermen, July 5, 2017, as recorded.

Ordered this the 18th day of July, 2017.

**RE:  CROP PRODUCTION SERVICES – SPECIAL EXCEPTION REQUEST**

On the motion of Malcomb Driskill, seconded by Donald Cullum, and by an affirmative vote of all present to approve the special exception request by Crop Production Services for warehousing, distribution and storage in a C-2 zoned area with the following conditions:

1) The facility should be buffered with trees to protect privacy of surrounding properties, details to be worked out in site plan review prior to development, including brick facade.

2) Due to possibility of traffic hazard due to trucks entering and exiting 45 the company should take all steps necessary to prevent traffic issues prior to operation, including installation of acceleration and deceleration lanes for stacking.

3) Upgrades to Executive Drive must be carried out to ensure the street can accommodate industrial truck traffic, including repair to the existing roadway if unreasonably damaged during construction.  Upgrades must be approved by the city engineer.

4) The site does not have a sewer connection.  The public works director must approve an appropriate on-site treatment operation that will safely meet all city standards.

Ordered this the 18th day of July, 2017.

**RE:  WOMEN’S CLUB**

Katrina Berry-Hooper came before the Mayor and Board of Aldermen to inquire the status of the retaining wall at the city park and the status of legal proceedings concerning the playground equipment installation.  The Mayor informed her that the wall would be built by our city employees, but due to the time of year the employees had duties that took priority over the wall and the city would address it as soon as possible.  The city attorney informed her that he had prepared a lawsuit and that he would file it accordingly.

Ordered this the 18th day of July, 2017.

**RE:  COMMUNITY DEVELOPMENT FOUNDATION**

Jon Milstead and Grant Meyer of CDF came to the meeting to introduce themselves to the new board and members.  They gave a quick overview to their purpose and invited them to their meeting Thursday, Aug. 17th, 2017 at 11:30 a.m.

Ordered this the 18th day of July, 2017

**RE: JUDGE CHARLIE BRETT**

Judge Brett asked the Board to assist in youth court operation by pledging $7500.00 per year to help with expenses.  He stated that Tupelo was currently paying at an approximate rate of $1.50-$1.55 per person, and that all other municipalities would be asked to contribute similarly as well.  The contributions are allowed pursuant to specific state statute.

Ordered this the 18th day of July, 2017

**RE:  PROPERTY MAINTENANCE – 587 PULLTIGHT – CENTER CITY MARKET – 129 THIRD**

On the motion of Craig Sanders, seconded by Donald Cullum, and by an affirmative vote of all present to find and adjudicate that the house and property located at 587 Pulltight Rd, Saltillo is in such a state of uncleanliness so as to constitute a menace to the health, safety and welfare of the community and that the said property must be adequately cleaned within seven (7) days from this date or else the City will do so under M.C.A. 21-19-11.  If the city is forced to clean the property,  then either a judgment or an assessment for the costs thereof will be entered at a later date pursuant to state law.

On the motion of Terry Glidewell, seconded by Copey Grantham, and by an affirmative vote of all present to find and adjudicate that the house and property located at Center City Market Shopping Center, Saltillo is in such a state of uncleanliness so as to constitute a menace to the health, safety and welfare of the community and that the said property must be adequately cleaned within seven (7) days from this date or else the City will do so under M.C.A. 21-19-11.  If the city is forced to clean the property,  then either a judgment or an assessment for the costs thereof will be entered at a later date pursuant to state law.

On the motion of Donald Cullum, seconded by Copey Grantham, and by an affirmative vote of all present to find and adjudicate that the house and property located at 129 Third, Saltillo is in such a state of uncleanliness so as to constitute a menace to the health, safety and welfare of the community and that the said property must be adequately cleaned within seven (7) days from this date or else the City will do so under M.C.A. 21-19-11.  If the city is forced to clean the property,  then either a judgment or an assessment for the costs thereof will be entered at a later date pursuant to state law.

Ordered this the 18th day of July, 2017

**RE:  ZACH PHILLIPS - RESIGNATION**

On the motion of Terry Glidewell, seconded by Copey Grantham, and by an affirmative vote of all present to accept the resignation of Zach Phillips, effective July 22, 2017, from the Public Works Department.

Ordered this the 18th day of July, 2017

**RE:  PARK & REC – RATES FOR TOURNAMENT**

On the motion of Craig Sanders, seconded by Donald Cullum, and by an affirmative vote of all present to approve the rate schedule for umpires for the tournaments played June 29-July 9, 2017.  Plate umpires - $30 per game; Coach pitch umpires - $25; and Scorers - $10.

Ordered this the 18th day of July, 2017

**RE: SALTILLO VOLUNTEER FIRE DEPT CONTRACT RENEWAL 2017-2018**

On the motion of Craig Sanders, seconded by Donald Cullum, and by an affirmative vote of all present to approve the fire contract between the City of Saltillo and the Saltillo Volunteer Fire Dept., Inc. for 017-2018.  The Mayor is given the authority to sign all necessary documents related thereto.

Ordered this the 18th day of July, 2017

**RE:  AMEND THE 2016-2017 FY PROPOSED BUDGET**

On the motion of Donald Cullum, seconded by Craig Sanders, and by an affirmative vote of all present to approve the amendments to the 2016-2017 FY Proposed Budget:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| CITY OF SALTILLO 2016-2017 |  |  |  |  |
| FY BUDGET |  |  |  | AMEND |
| **GENERAL FUND** | **Budget** | AMEND 10/4/2016 | AMEND 3/2/2017 | 7/18/2017 |
| Real Property Taxes | 633,558 | 633,558 | 633,558 | 635,558 |
| Auto Taxes | 132,900 | 132,900 | 132,900 | 147,900 |
| Homestead Exemption | 18,000 | 18,000 | 18,000 | 18,000 |
| TVRHA in Lieu | 4,500 | 4,500 | 4,500 | 4,500 |
| Privilege License | 11,000 | 11,000 | 11,000 | 11,000 |
| Vehicle Sale Permit | 50 | 50 | 50 | 50 |
| Building Permits | 5,000 | 5,000 | 5,000 | 5,000 |
| Carport Permits | 2,000 | 2,000 | 2,000 | 2,000 |
| Rental Fees | 6,500 | 6,500 | 7,500 | 7,600 |
| Zoning Permits | 400 | 400 | 400 | 400 |
| Railroad Taxes | 5,500 | 5,500 | 5,500 | 5,791 |
| TEPA Franchise | 86,000 | 86,000 | 86,000 | 86,000 |
| Comcast/Vista Franchise | 12,650 | 12,650 | 12,650 | 12,650 |
| Atmos Franchise | 14,200 | 14,200 | 14,200 | 14,200 |
| Metrocast Franchise | 18,000 | 18,000 | 18,000 | 18,000 |
| Sales Tax | 885,000 | 885,000 | 735,000 | 735,000 |
| TVA- in Lieu | 49,000 | 49,000 | 50,500 | 50,516 |
| Municipal & Franchise | 10,000 | 10,000 | 10,000 | 10,000 |
| investigator Fee/ Lee Co | 500 | 500 | 500 | 500 |
| Police Dept Donations | 0 | 0 | 477 | 4,402 |
| PD  GRANT Transfer | 0 | 0 | - | 0 |
| PD CAMERA DONATIONS | 0 | 0 | - | 0 |
| GASOLINE TAX | 0 | 0 | 2,509 | 4,126 |
| Court Fines & Fees | 75,000 | 75,000 | 75,000 | 75,000 |
| Accident Report | 1,200 | 1,200 | 1,200 | 1,200 |
| Municipal Court Funds | 300 | 300 | 300 | 300 |
| Interest Earned | 3,500 | 3,500 | 3,500 | 3,500 |
| Comm Room Rent | 500 | 500 | 800 | 800 |
| Cellular Rent | 24,500 | 24,500 | 24,500 | 24,500 |
| Misc | 500 | 500 | 1,365 | 2,830 |
| Crime Lab Reimbursement | 0 | 0 | - | 0 |
| Return Checks | 0 | 0 | 75 | 75 |
| Wireless Communications | 0 | 0 | - | 0 |
| Sale of Surplus Equipment | 0 | 0 | - | 540 |
| Admin Fee / W & SW | 0 | 0 | - | 0 |
| Insurance Claim Proceeds | 0 | 0 | - | 0 |
| Promotions of the City | 0 | 0 | - | 0 |
| PROPERTY MAINT REIMBURSEMENT | 0 | 0 | 1,128 | 1,128 |
| Lee Co. Schools | 24,200 | 24,200 | 24,200 | 26,200 |
| Grants- General | 0 |  | 35084 | 35,084 |
| **GENERAL FUND** | **2,024,458** | **2,024,458** | **1,917,396** | 1,944,350 |
|  |  |  |  |  |
| **REVENUES** |  |  |  |  |
| Fire Department Revenues | 362,050 | 362,050 | 509,098 | 512,098 |
| Park & Rec Revenues | 344,942 | 413,442 | 429,342 | 414,342 |
| Court Revenues | 126,125 | 126,125 | 126125 | 126,642 |
| Saltillo G/O Refund 2008 | 118,128 | 118,128 | 118,128 | 118,128 |
| Building fund (lease) |  |  | 33,000 | 64,625 |
| Saltillo Main Street | 68,680 | 60,000 | 60,000 | 60,000 |
| Cemetery Fund | 3,000 | 3,000 | 3,000 | 3,000 |
| Fire Rebate Funds | 42,552 | 42,552 | 42552 | 42,552 |
| **TOTAL SPECIAL FUNDS** | **1,065,477** | **1,125,297** | **1,321,245** | 1,341,387 |
|  |  |  |  |  |
|  |  |  |  |  |
| **Total General City Revenue** |  |  |  |  |
| FIRE REBATE - RESERVE | 42,443 | 45,465 | **45,465** | 45,465 |
| GENERAL - RESERVE | 248,686 | 446,010 | 446,010 | 446,010 |
| PARK RIDGE BOND RESERVE | 0 | - | 0 | 0 |
| CEMETERY RESERVE | 43,995 | 43,395 | **43,395** | 43,395 |
| TOTAL | **335,124** | **534,870** | **534,870** | **534,870** |
| **Total General City Funds Available** | **3,425,059** | **3,684,625** | **3,773,511** | 3,820,607 |
| **Water & Sewer Fund** |  |  |  |  |
| REVENUE / WATER | 794,650 | 794,650 | 816,886 | 816,886 |
| REVENUE/ SEWER | 678,800 | 678,800 | 678,800 | 691,800 |
| CAP LOAN | 0 | - | **0** | 0 |
| USDA | 0 | - | 0 | **0** |
| CASH ON RESERVE/WATER | 56,775 | 56,775 | 58,775 | 58,775 |
| CASH ON RESERVE/SEWER | 159,445 | 275,263 | 275,263 | 275,263 |
| **Total Funds Available** | **1,689,670** | **1,805,488** | 1,829,724 | 1,842,724 |
| Water Line Rehab | 131,739 | **126,690** | **126,690** | **126,690** |
| Water Meter Deposits | 20,000 | 24,637 | **24,637** | **24,637** |
| **Total** | **151,739** | 151,327 | **1,981,051** | 1,994,051 |
| **GRAND TOTAL** | **5,266,468** | **5,641,440** | **5,754,562** | **5,814,658** |
|  |  |  |  |  |
| **EXPENDITURES** |  |  |  |  |
| Financial & Administration |  |  |  |  |
| Personnel Services | 214,127 | 214,127 | 216627 | 216,627 |
| Supplies | 6,700 | 6,700 | 6,700 | 6,700 |
| Other Supplies & Services | 160,670 | 160,670 | 153,670 | 153,670 |
| Capital Outlay | 2,000 | 2,000 | 25,389 | **25,389** |
| Transfers to other Funds | 595,986 | 665,406 | 674,924 | 657,445 |
| **Total** | **979,483** | **1,048,903** | 1,077,310 | **1,059,831** |
| Zoning Department |  |  |  |  |
| Personnel Services | 60,267 | 60,267 | 60,267 | 61,267 |
| Supplies | 3,350 | 3,350 | 3,350 | 3,350 |
| Other Supplies & Services | 9,020 | 9,020 | 9,020 | **9,020** |
| Capital Outlay | 0 | 0 | 0 | 0 |
| **Total** | **72,637** | **72,637** | **72,637** | **73,637** |
| Court Department |  |  |  |  |
| Personnel Services | 31,348 | 31,348 | 29,148 | 29,148 |
| Supplies | 700 | 700 | 700 | 700 |
| Other Supplies & Services | 7,170 | 7,170 | **7,170** | **7,170** |
| **Total** | **39,218** | **39,218** | 37,018 | **37,018** |
| Police Department |  |  |  |  |
| Personnel Services | 568,266 | 568,266 | 568,266 | 573,366 |
| Supplies | 61,605 | 61,605 | 66,105 | 72,805 |
| Other Supplies & Services | 26,275 | 26,275 | 26,275 | 30,075 |
| Capital Outlay | 7,000 | 7,000 | 7,000 | 7,000 |
| **Total** | **663,146** | **663,146** | **667,646** | **683,246** |
| Street Department |  |  |  |  |
| Personnel Services | 58,585 | 58,585 | 58,585 | 58,585 |
| Supplies | 19,200 | 59,200 | 58,300 | 53,300 |
| Other Supplies & Services | 72,560 | 72,560 | 73,460 | 78,460 |
| Capital Outlay | 15,000 | 15,000 | 15,000 | 15,000 |
| **Total** | **165,345** | **205,345** | **205,345.00** | **205,345** |
|  |  |  |  |  |
|  |  |  |  |  |
| City Hall O & M  Fund |  |  |  |  |
| Supplies | 2,700 | 2,700 | 2,700 | 2,700 |
| Other Supplies & Services | 73,300 | 87,800 | 87,800 | 87,800 |
| Capital Expense | 5,000 | 5,000 | 5000 | 5,000 |
| **Total** | **81,000** | **95,500** | **95,500** | **95,500** |
| Dr. Robison Resource Center |  |  |  |  |
| Supplies | 760 | 760 | 760 | 760 |
| Other Supplies & Services | 9480 | 9,480 | 9,480 | 9,480 |
| Capitol Expense | 200 | 200 | 200 | 200 |
| **Total** | **10440** | **10,440** | **10440** | **10,440** |
| **Total General Fund Expenditures** | **2,011,269** | **2,135,189** | **2,165,896** | **2,165,017** |
|  |  |  |  |  |
| Fire Department Fund |  |  |  |  |
| Personnel Services | 293,000 | 293,000 | 295,300 | 300,300 |
| Supplies | 28,275 | 28,275 | 28275 | 41,275 |
| Other Supplies & Services | 22,975 | 22,975 | 90406 | 89,006 |
| Capital Outlay | 17,800 | 17,800 | 95,117 | 81,517 |
| Debt Service | 0 | - | 0 | 0 |
| Total | **362,050** | **362,050** | **509,098** | **512,098** |
| State Fire Rebate Funds |  |  |  |  |
| SUPPLIES/INSURANCE | 10,400 | 10,400 | 10,400 | 20,881 |
| Bonds Paid | 19,272 | 19,272 | 19,272 | 19,272 |
| Interest Paid | 1,603 | 1,603 | 1,603 | 1,603 |
| Machinery & Equipment | 10,481 | 10,481 | 10,481 | **0** |
| Code | 796 | **796** | **796** | 796 |
| Transfer Out |  | - | **0** | 0 |
| **Total** | **42,552** | **42,552** | **42,552** | **42,552** |
|  |  |  |  |  |
| Park & Rec Fund |  |  |  |  |
| Personnel Services | 192,036 | 192,036 | 192,036 | 192,036 |
| Supplies | 75,351 | 75,351 | 75,351 | 80,351 |
| Other Supplies & Services | 71,555 | 71,555 | 71,555 | 71,555 |
| Capital Outlay | 6,000 | 74,500 | 90400 | 70,400 |
| **Total** | **344,942** | **413,442** | **429,342** | **414,342** |
|  |  |  |  |  |
| Saltillo Main Street |  |  |  |  |
| Personnel Services | 40580 | 40,580 | 40580 | 40,780 |
| TELEPHONE | 1000 | 1,000 | 1000 | 800 |
| TRANSFERS OUT | 27100 | 18,420 | 18,420 | 18,420 |
| **Total** | **68680** | **60,000** | **60,000** | **60,000** |
| Other Expenditures | 0 |  |  |  |
| Court Fund Expenditures | 126,125 | 126,125 | 126,125 | 133,219 |
| PARKRIDGE SB BOND FDS | 0 | - | 0 | 0 |
| GO Ref 2008 | 118,128 | 118,128 | 118,128 | 118,128 |
| Building Fund (lease) |  |  | 33,000 | 64,625 |
| Cemetery Fund | 3,000 | 3,000 | 3,000 | 3,000 |
| **Total** | **247,253** | **247,253** | **280,253** | **318,972** |
| **Total General City Expenditures** | **3,008,066** | **3,260,486** | **3,487,141** | **3,512,981** |
| **Cash on Reserve- End of Year** |  |  |  |  |
| Cemetery Fund | 43,395 | 43,395 | 43,395 | 43,395 |
| General Fund | 331,155 | 320,279 | 197510 | 218,766 |
| Park Ridge Bond Reserve | 0 | **-** | 0 | 0 |
| Fire Fund Reserves | 42,443 | **45,465** | **45,465** | 45,465 |
| TOTAL | **416,993** | **409,139** | **286,370** | 307,626 |
| **Total General City Expend & Reserve** | **3,425,059** | **3,669,625** | **3,773,511** | **3,820,607** |
|  |  |  |  |  |
| Water Fund |  |  |  |  |
| Personnel Services | 298,500 | 298,500 | 305,500 | 301,900 |
| Supplies | 82,800 | 82,800 | 82,800 | 86,800 |
| Utilities & Other Services | 202,850 | 202,850 | 224,910 | 228,310 |
| Capital Outlay | 11,474 | 11,474 | 4650 | 5,050 |
| Debt Service | 199,026 | 199,026 | 199,026 | 199,026 |
| TRANSFERS OUT | 0 | **-** | **0** | 0 |
| Reserve Funds- End of Year | 0 | - | 0 | 0 |
| **TOTAL** | **794,650** | **794,650** | **816,886** | **821,086** |
|  |  |  |  |  |
| SEWER FUND |  |  |  |  |
| Personnel Services | 136800 | 136,800 | 155,500 | 162,000 |
| Supplies | 83400 | 83,400 | 183,400 | **175,400** |
| Utilities & Other Services | 121800 | 121,800 | 121,800 | 118,300 |
| Capital Outlay | 126800 | 126,800 | 8100 | 26,100 |
| Debt Service | 210000 | **210,000** | 210,000 | 210,000 |
| TRANSFERS OUT | 0 | - | 0 | **0** |
| TOTAL | 678800 | **678,800** | **678,800** | **691,800** |
| CAP Loan | 0 | **-** | 0 | 0 |
| Cash on Reserve- water | 56,775 | **56,775** | 58,775 | **54,575** |
| Cash on Reserve - sewer | 159,445 | **275,263** | 275,263 | **275,263** |
| Water Line Rehab | 131,739 | **126,690** | **126,690** | **126,690** |
| Water Meter Deposits | 20,000 | **24,637** | **24,637** | 24,637 |
| **Total** | **1,841,409** | **1,956,815** | **1,981,051** | **1,994,051** |
| **GRAND TOTAL BUDGET FY 16-17** | **5,266,468** | **5,626,440** | **5,754,562** | **5,814,658** |

Ordered this the 18th day of July, 2017

**RE:  CLAIMS DOCKET 58391 - 58454**

On the motion of Donald Cullum, seconded by Copey Grantham, and by an affirmative vote of all present to approve the paid and unpaid claims docket 58391-58454.

Ordered this the 18th day of July, 2017

**RE:  UPDATE OF CROSS CREEK SUBDIVISION**

On the motion of Terry Glidewell, seconded by Donald Cullum, and by an affirmative vote of all present to discuss whether or not the subject concerning update of Cross Creek Subdivision potential litigation qualified for executive session.

On the motion of Terry Glidewell, seconded by Donald Cullum, and by an affirmative vote of all present to go out of regular session and into executive session to discuss update of Cross Creek Subdivision potential litigation.

Present in executive session were Mayor Smith, Aldermen Cullum, Driskill, Glidewell, Grantham, and Sanders, City Attorney Chris Evans, Public Works Director Richard Feist and City Clerk Mary Parker.  The issue of Cross Creek Subdivision potential litigation was discussed.  No action taken

On the motion of Donald Cullum, seconded by Terry Glidewell, and by an affirmative vote of all present to go out of executive session and back into regular session.

No action taken.

Ordered this the 18th day of July, 2017

**RE:  TRACTOR DISCUSSION**

Public Works Director Richard Feist came before the board to ask permission to price a new tractor.  He is looking at a John Deere 6130M.  The state contract price is $84,823.50.  Side arm was priced at approximately $21,500.  The board asked him to price other tractors equivalent to the one he had priced.

Ordered this the 18th day of July, 2017

**RE:  RESOLUTION FOR PARK PROJECT**

On the motion of Malcomb Driskill, seconded by Copey Grantham, and by an affirmative vote of all present to adopt a resolution to declare the necessity for the issuance of state general obligation bonds for upgrades to the park facilities.

Ordered this the 18th day of July, 2017

**RE:  USED CAR LOT**

Alderman Terry Glidewell asked whether or not Dewaynes’ Used Cars had a privilege license or a state license to sell vehicles. The clerk informed the board that Mr. Jones does not have a privilege license.  Brian Grissom said he did not have a state license, to his knowledge.  Grissom indicated that he would discuss the potential violation with the owner, and that a citation would be issued if the violation did not cease.

No action taken.

Ordered this the 18th day of July 2017

**RE:  ADJOURN**

On the motion of Terry Glidewell, seconded by Donald Cullum, and by an affirmative vote of all present to adjourn the regular called meeting, July 18th , 2017 of the Mayor and Board of Aldermen.

Ordered this the 18th day of July, 2017

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Mayor Rex Smith                                                                                                    Attest:  City Clerk