

**TOWN OF PLANTERSVILLE
BOARD MEETING
APRIL 4, 2023
AGENDA**

Time: 6:00 p.m.

Place: Town Hall

Meeting called to order

Pledge to the flag

Roll Call

Adopt the agenda

Approve the minutes for March 7 and March 27, 2023

Fair Housing Month Proclamation

Public Comments

- **Harold Arrington, 882 Central Street:** Water/Sewer Bill
- **Code Enforcer Shane Davis:** Amending the Town's current Zoning Ordinance

Reports:

Water/Maintenance

Fire

Police

Animal Control

Code Enforcement

Attorney

Mayor

Clerk

Pay Claims

Adjourn

**TOWN OF PLANTERSVILLE
MONTHLY BOARD MEETING
April 4, 2023**

Time: 6:00 p.m.
Place: Town Hall

Meeting called to order: Mayor Shelton Shannon
Pledge to the flag
Roll Call: Brandy Smith

Mayor Shelton Shannon- present
Renee Morris - present
Sedrick Mabry – present

Vice Mayor Sextus Shannon- present
Charles Heard- present
Nathan Chisolm - present

Adopt the Agenda:
Sextus Shannon made the motion to adopt the agenda.
Sedrick Mabry seconded the motion. All were in favor.

Approve March 7 and March 27, 2023 minutes:
Charles Heard made the motion to adopt the March 7, and March 27, 2023 minutes.
Sextus Shannon seconded the motion. All were in favor.

Fair Housing Month Proclamation

- Charles Heard made the motion to proclaim the month of April as Fair Housing Month in the Town of Plantersville
- Sextus Shannon seconded the motion. All were in favor.

Public Comments

- **Harold Arrington, 882 Central Street: Water/Sewer Bill- *present*:** Water bill is extremely high, doesn't use enough water at the house to justify the high consumption usage; believes he doesn't have a leak because he has a plumber to inspect and no leaks were found; sewer part has increased also; in February his water bill was \$70.00 now it's \$109.20
 - Sextus Shannon made the motion for Harold Arrington to be placed on a monthly payment plan to pay off his current water bill.
 - Sedrick Mabry seconded the motion. All were in favor.
- **Code Enforcer Shane Davis: Amending the Town's current Zoning Ordinance- *present*:** Shane Davis discussed with the Board construction/layout concerns from the Oaks of Plantersville developers that will affect the costs of concrete and other building materials with the current building ordinance; currently the Town's building ordinance states that the setbacks for garages must be forty feet from the right-a-way; Shane Davis said that the developer George Provias would like the Town to change the setback from forty feet to twenty-five feet.; describes the homes as single family attached with front facing garages and twenty-five feet would have enough room for two car distances;

another option is to have the company to request a variance and make the adjustment only to them and not change that entire ordinance; Shane Davis recommends instead of twenty-five feet (too narrow) but change to thirty feet.

- Sedrick Mabry made the motion to approve amending the zoning ordinance for the setback for front loaded garages to change from forty feet from the right-a-way to thirty feet from the right-a-way therefore eliminating the forty feet set back regulations for front loaded garages.
- Nathan Chisolm seconded the motion.
- Sedrick Mabry, Sextus Shannon, and Nathan Chisolm voted in favor of the motion.
- Renee Morris and Charles Heard opposed the motion.
- Motion carried with majority vote.

Reports

Code Enforcement- Code Enforcement Officer Shane Davis, *present*-

- **Dollar General**- Trash citation; had court appearance in March but the company's legal team asked for a delay for the April court date in order to have time to resolve the trash problem; has met with the company's contractor; said it is not feasible to have a screen due to the right-a-way of Tombigbee utility lines and there is no place on the south side of the dumpster; it was suggested to build an area on the east side or relocate the dumpster to the front parking lot (will decrease parking spaces); another option is to locate to the back of the building.

Nathan Chisolm made the motion to accept the Code Enforcement report.
Sedrick Mabry seconded the motion. All were in favor.

Water/Fire: Public Works Director/ Fire Chief Jim Curry, *present*-

- **Water Loss Report**: one small leak in the City Point area which caused 18.2% water loss for the month.
- **Tank Inspection**: Southern Corrosion performed the inspection and the Town passed the inspection; 0% issues; good report on both tanks.
- **Water School training**: attend to water school training in Biloxi, May 29-June 1, 2023
 - Renee Morris made the motion to allow Jim Curry to attend water school training in Biloxi, MS May 29 – June 1, 2023 with expenses paid by the Town.
 - Charles Heard seconded the motion. All were in favor.

Sedrick Mabry made the motion to accept both water and fire reports.
Sextus Shannon seconded the motion. All were in favor.

Police: Police Chief Keith Foster, *present*-

- **Incident Reports**- 13 taken but recovered a stolen vehicle within 10 minutes.
- **Police Equipment**- Requesting to purchase duty belts, outer carrier vest, and holsters for the police department from the HB1353 Bond funds
- **Chief's Conference**- Requesting to attend Chief's Conference in Biloxi, MS June 19-23, 2023

- **Vehicle Repairs-** longer wait due to inclement weather.

Charles Heard made the motion to approve the purchase of duty belts, outer carrier vest, and holsters for the police department from the HB1353 Bond funds, approve Chief Foster to attend the Chief's Conference with all expenses paid by the Town, and accept the police report. Renee Morris seconded the motion. All were in favor.

Animal Control- Animal Control Officer Jason Lessel, *present-*

- Read off the February and March reports; completed several animal control officer training courses

Nathan Chisolm made the motion to accept the animal control report. Renee Morris seconded the motion. All were in favor.

Attorney- Attorney Jamie Franks, *present*, no report

Mayor- Mayor Shelton Shannon, *present-*

- Attended Lee County E-911 meeting.
- Talked to Lee County TVRHA Appointed Representative Prentiss Turner about securing vouchers for the Oaks of Plantersville Project
- Reviewed with Clerk Brandy Smith on finalizing the closing paperwork for the CDBG Sewer project

Renee Morris made the motion to accept the Mayor's report. Charles Heard seconded the motion. All were in favor.

Clerk- Clerk Brandy Smith, *present-*

- **CDBG Sewer Project:** The current project manager at Three Rivers said no word yet on the approval of the change order for payment #7 (Mississippi Development Authority, MDA) but during the initial phase of the grant, the previous project manager failed to include legal fees to be paid for by the grant; it is too late to add that so the Town will have to pay an estimated total of \$4,839.74 (to Ensco) out of pocket; no motions tonight; informing the Board of what will be added to the payment #7 pay out; discussed with auditors, when the time comes, we can pay from our Modernization money that Town receives yearly.
- **CDBG Closeout and CDBG New Submission:** Closeout date for the current project is April 14; that includes all payments; that has nothing to do with the Town or Cook Coggin Engineers but MDA; the submission date for new project is in May but Nick Brawner at Cook Coggin Engineers said he will try to start on the scope of work and procurement and try to work with Three Rivers to expedite the payout process so we can begin on a new sewer project.
- **Mississippi Municipal League Conference:** Reminder early registration ends May 19, 2023, \$325.00 and one guest is \$200.00; June 26-29, 2023; have booked the Town at the IP Casino resort includes Jamie Franks; no payments have been made

- **Oaks of Plantersville Project:** The Letter of Support and Resolution has been submitted (no revisions); the complete package looks good and has been submitted to get the application to approved
- **St. Jude Bike-A-Thon Road Block:** date changed due to inclement weather in the area; originally scheduled for this April 15, 2023 but out of respect for Tornado victims, rescheduled; would like to have the road block and bake sale, Saturday, May 6, 2023 from 8:00 a.m. to 12:00 p.m.
 - Renee Morris made the motion to approve the St. Jude Bike-A-Thon committee to have both the road block and bake sale, Saturday, May 6, 2023 from 8:00 a.m. to 12:00 p.m.
 - Charles Heard seconded the motion. All were in favor.
- **Mississippi Municipal Service Company training:** Thanked the Board for allowing her to attend the advance training on March 28, 2023; reviewed over litigation and what steps to take if it occurs and social media/personnel decisions with litigations
- **State Holiday:** Good Friday Observation April 7, 2023; Town Hall closed

Charles Heard made the motion to accept the clerk's report.
Sextus Shannon seconded the motion. All were in favor.

Pay the Claims

Charles Heard made the motion to pay the claims.
Sedrick Mabry seconded the motion. All were in favor.

Executive Session

Charles Heard made the motion to enter into executive session to discuss the business of personnel.

Sextus Shannon seconded the motion. All were in favor.

Time: 6:30 p.m.

Present: Mayor Shelton Shannon

Attorney Jamie Franks

Sextus Shannon

Charles Heard

Renee Morris

Sedrick Mabry

Nathan Chisolm

Exit Executive Session

Charles Heard made the motion to come out of executive session.
Sedrick Mabry seconded the motion. All were in favor.

No motions were made during executive session.

Adjourn

Renee Morris made the motion to adjourn.
Charles Heard seconded the motion. All were in favor.

Shelton Shannon Date May 28, 2023
Mayor Shelton Shannon

ATTEST:

Brandy Smith Date 4/28/23
Clerk Brandy Smith

**Town of Plantersville
Fair Housing Month
Proclamation**

WHEREAS April marks the anniversary of the passage of the Fair Housing Act of 1968, which sought to eliminate discrimination in housing opportunities and to affirmatively further housing choices for all Americans; and

WHEREAS the ongoing struggle for dignity and housing opportunity for all is not the exclusive province of the Federal government; and

WHEREAS vigorous local efforts to combat discrimination can be as effective, if not more so, than Federal efforts; and

WHEREAS illegal barriers to equal opportunity in housing, no matter how subtle, diminish the rights of all.

NOW, THEREFORE, BE IT RESOLVED, that in the pursuit of the shared goal and responsibility of providing equal housing opportunities for all men and women, the Mayor and Board of Aldermen of Plantersville, Mississippi, does hereby join in the national celebration by proclaiming

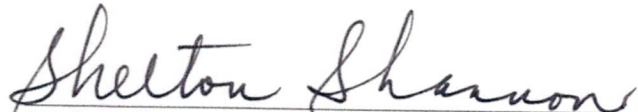
April 2023

As

Fair Housing Month

And encourages all agencies, institutions, and individuals, public and private, in Plantersville, Mississippi to abide by the letter and the spirit of the Fair Housing law.

Signed and sealed this 4th day of *April* 2023.


Shelton Shannon, Mayor



**TOWN OF PLANTERSVILLE
SPECIAL CALL MEETING
APRIL 11, 2023**

Time: 5:30 p.m.

Place: Town Hall

Purpose of the Meeting:

- **Approving the Closeout and Final Payout Amounts for CDBG 1137-20-301-PF-01:**
 - **Cook Coggin Engineers**
 - **Three Rivers Planning and Development**
 - **Enscor, LLC**
- **Amend the 2022-2023 Budget**

Please make plans to attend!

Mayor Shelton Shannon

**TOWN OF PLANTERSVILLE
SPECIAL CALL MEETING**

April 11, 2023

Time: 5:30 p.m.
Place: Town Hall

Call to Order: Mayor Shelton Shannon
Roll Call: Brandy Smith

Present for meeting:

Mayor Shelton Shannon- present
Renee Morris - present
Charles Heard - absent

Vice Mayor Sextus Shannon- present
Sedrick Mabry- present
Nathan Chisolm - present

Adopt the Agenda:

Nathan Chisolm made the motion to adopt the agenda.
Sedrick Mabry seconded the motion. All were in favor.

PURPOSE OF THE MEETING

- **Approving the Closeout and Final Payout Amounts for CDBG 1137-20-301-PF-01:**
 - Cook Coggin Engineers- Engineering Services \$1,750.00
 - Three Rivers Planning and Development- Administrative Services \$6,000.00
 - Encor, LLC- Construction \$17,266.99 (\$12,427.25 Mississippi Development Authority (MDA) but \$4,839.74 from the Town, Board approved to pay 4/4/23 from Modernization fund)
 - Total final payouts: \$25,016.99 with \$20,177.25 coming from MDA
 - Nathan Chisolm made the motion to approve the CDBG Final payout requests to the following in the total amount of \$25,016.99: Cook Coggin Engineers- Engineering Services \$1,750.00, Three Rivers Planning and Development- Administrative Services \$6,000.00, and Encor, LLC- Construction \$17,266.99 (\$12,427.25 MDA but \$4,839.74 out of pocket, Board approved to pay 4/4/23 from Modernization fund)
 - Sedrick Mabry seconded the motion. All were in favor.
- **Amend the 2022-2023 Budget:**
 - **Police:** Brandy Smith explained that since the original 2022-2023 fiscal year budget for the Police salary line was budgeted low, the department need an increase in order to finish the rest of the fiscal year; proposed estimated totals: salary department (\$88,000 come out of cash in the bank), need to increase PERS (\$16,000) due to paying back pay for Jason retirement, and FICA (\$7,500); total estimated increase between \$18,950.00 and \$19,000.00

- Sedrick Mabry made the motion to increase the salary portion for the police department in an estimate increase total between \$18,950.00 and \$19,000.00 (includes salary, FICA, and PERS).
 - Renee Morris seconded the motion. All were in favor.
- Brandy Smith explained that the Board agreed to review during mid budget to increase Animal Control Officer Jason Lessel's weekly salary from \$100.00 to \$150.00 and Code Enforcer Shane Davis's monthly salary from \$350.00 to \$400.00; Brandy Smith said that in the beginning of the budget, she had included the raise for both officers but with Code Enforcement it would come from the cash reserve.
 - Nathan Chisolm made the motion to increase Animal Control Officer Jason Lessel's weekly salary from \$100.00 to \$150.00 but *not* increase Code Enforcer Shane Davis's monthly salary from \$350.00 to \$400.00 (shall remain at \$350.00).
 - Sedrick Mabry seconded the motion. All were in favor.
- **Mississippi Municipal League Conference (MML) Attendees:** registration deadline is quickly approaching; decide to pay for all Mayor, Board, Brandy Smith & Jamie Franks or just Sedrick Mabry and Nathan Chisolm as originally budgeted; if yes, the expense would come out of cash reserve
 - Sedrick Mabry made the motion to approve all members of the Board, Mayor Shelton Shannon, Brandy Smith, and Jamie Franks to attend the MML Conference in Biloxi, MS June 25-29, 2023 and include Animal Control Officer Jason Lessel
 - Nathan Chisolm seconded the motion. All were in favor.
- **Water/Sewer Department Raises:** Auditors said the Town can give a pay raise increase for water/sewer employees; since Brandy Smith and Becky McMillan are paid from both the General Fund and Water, just increase pay raises for the water department and not the General Fund Department for the clerks; Auditors advised not to give a raise for General Fund employees because the General Fund saw no significant increase in revenue; Nathan Chisolm still wants to evaluate raise based on performance; Mayor Shelton Shannon believe it's fair to give raise to all and not just one particular department.
 - Sedrick Mabry made the motion to give a 2% pay raise to the following departments: clerks, police, water, and sewer employees which will be reflected in the 1st pay period May 1, 2023.
 - Sextus Shannon seconded the motion. All were in favor.
- **Part-time employee for Public Works Department**
 - Nathan Chisolm made the motion for the Public Works Director Jim Curry and Clerk Brandy Smith to advertise on the Town's Facebook pages, run an ad in the newspaper until the position is filled, Jim Curry to assist with the interview process and for Mayor Shelton Shannon to contact the Three Rivers Senior Work program for any openings.
 - Sextus Shannon seconded the motion. All were in favor.
- **Motion to adopt the 22-23 mid budget amendments**
 - Sedrick Mabry made the motion to adopt the 2022-2023 mid-budget amendments.
 - Renee Morris seconded the motion. All were in favor.

Adjourn

Sextus Shannon made the motion to adjourn.

Sedrick Mabry seconded the motion. All were in favor.

Shelton Shannon Date 4-28-2023
Mayor Shelton Shannon

ATTEST:

Brandy Smith Date 4/28/23
Clerk Brandy Smith