

REGULAR CITY COUNCIL MEETING

MUNICIPAL MINUTES CITY OF TUPELO

STATE OF MISSISSIPPI

JULY 06, 2021

Be it remembered that a regular meeting of the Tupelo City Council was held in the Council Chambers in the City Hall building on Tuesday, July 6, 2021, at 6:00 p.m. with the following in attendance: Council members Chad Mims (attended by ZOOM), Lynn Bryan, Travis Beard, Nettie Davis, Buddy Palmer, Janet Gaston and Rosie Jones; Ben Logan, City Attorney and Missy Shelton, Clerk of the Council.

Council Member Buddy Palmer introduced Rev. Hannah Shempert, from Saint Luke Methodist Church, who gave the invocation. Council Member Janet Gaston led the Pledge of Allegiance.

City Attorney Ben Logan, acting as Temporary Chairman, asked for nominations for the position of Council President. Council Member Davis nominated Council Member Palmer to serve as President of the Council for a one year period. Council Member Beard seconded the nomination. Council Member Beard then moved that nominations cease and the motion was seconded by Council Member Bryan, which was unanimously adopted. The vote electing Council Member Buddy Palmer as Council President was unanimous in favor.

Council President Buddy Palmer called the meeting to order.

Council President Palmer then brought the matter forth for the nomination of Vice President of the Council. Council Member Beard nominated Council Member Bryan for the position. This nomination was seconded by Council Member Davis. There were no other nominations for Vice President and the vote was unanimous in confirming Council Member Lynn Bryan as Council Vice President.

CONFIRMATION OR AMENDMENT TO THE AGENDA AND AGENDA ORDER

Council Member Bryan moved, seconded by Council Member Beard, to confirm the agenda and agenda order, as presented. The vote was unanimous in favor.

PROCLAMATIONS, RECOGNITIONS AND REPORTS AGENDA

EMPLOYEE RECOGNITION

Mayor Todd Jordan recognized Gerald Pannell and Cedric Lockridge for each having 25 years with the Tupelo Fire Department.

PUBLIC RECOGNITION

Council Member Nettie Davis wished everyone well for the next four years and said she is looking forward to moving forward with the Council and the new Mayor.

Council Member Travis Beard said he was looking forward to working with the Council and wished well those members that had served before.

Council Member Rosie Jones introduced herself and said she is ready to get to work.

Council Member Janet Gaston introduced herself and said it was an honor to be elected to this position and thanked everyone who made it possible.

Council Member Chad Mims wished everyone well and said he was looking forward to the next four years.

MAYOR'S REMARKS

Mayor Todd Jordan congratulated all those on the Council. His advice for the new Council Members was to listen well and ask for advice from those who have been here before. He stated that all should remember that this group, along with himself, is on the same team and that they all represent the City of Tupelo, not just an individual ward.

PUBLIC HEARINGS

IN THE MATTER OF PUBLIC HEARING FOR LOT MOWING

No one appeared to speak on the public hearing for lot mowing at the following properties:

Parcel Location

077P3508500 502 AUGUSTA ST
089F3005600 536 WALKER ST
089F3007600 760 N MADISON ST
089F3004701 WALKER ST
106A1407200 2895 TONY MOORE RD
101L1208300 2402 WILLIAM DR
101H0108400 1005 BUCHANNAN ST
077P3500600 2411 DANNY ST
078H2708400 2302 HICKORY DR
078H2708100 2308 HICKORY DR
077Q3608100 1400 CENTRAL AVE
077Q3608300 123 N HIGHLAND DR
077Q3608400 121 S HIGHLAND DR

ROUTINE AGENDA

IN THE MATTER OF APPROVAL OF COUNCIL MINUTES FOR JUNE 15, 2021

Council Member Bryan moved, seconded by Council Member Beard, to approve the minutes of the Regular City Council meeting held on June 15, 2021. The vote was unanimous in favor.

IN THE MATTER OF REVIEW/APPROVAL OF APPOINTMENT OF DON LEWIS AS CHIEF OPERATIONS OFFICER (COO)

Council Member Davis moved, seconded by Council Member Gaston, to approve the appointment of Don Lewis as Chief Operations Officer for the City of Tupelo. The vote was unanimous in favor.

IN THE MATTER OF REVIEW/APPROVAL OF APPOINTMENT OF KIM HANNA AS CHIEF FINANCIAL OFFICER/CITY CLERK

Council Member Beard moved, seconded by Council Member Davis, to approve the appointment of Kim Hanna as Chief Financial Officer/City Clerk for the City of Tupelo. The vote was unanimous in favor.

IN THE MATTER OF REVIEW/APPROVAL OF APPOINTMENT OF BEN LOGAN AS CITY ATTORNEY

Council Member Bryan moved, seconded by Council Member Beard, to approve the appointment of Ben Logan as City Attorney for the City of Tupelo. The vote was unanimous in favor.

IN THE MATTER OF REVIEW/APPROVAL OF APPOINTMENT OF TANNER NEWMAN AS DIRECTOR OF DEPARTMENT OF DEVELOPMENT SERVICES

Council Member Beard moved, seconded by Council Member Bryan, to approve the appointment of Tanner Newman as Director of the Department of Development Services for the City of Tupelo. The vote was unanimous in favor.

IN THE MATTER OF HIRING OF COUNCIL CLERK

Council Member Beard moved, seconded by Council Member Davis, to approve hiring Missy Shelton as Clerk of the Council for the City of Tupelo. The vote was unanimous in favor.

IN THE MATTER OF CONSIDER/ADOPT ORDINANCE ESTABLISHING MEETING TIMES, PLACES, AND ESTABLISHING THE AGENDA PROCESS FOR THE MEETINGS OF THE TUPELO CITY COUNCIL

Council Member Beard moved, seconded by Council Member Davis, to adopt an Ordinance Establishing Meeting Times, Places, and Establishing the Agenda Process for the Meetings of the City Council of the City of Tupelo, Mississippi, a copy being attached to these minutes as **APPENDIX A**. The Ordinance sets forth the procedures for the orderly development of the agenda process and allows for proper study as well as legal and staff review.

IN THE MATTER OF REVIEW/ADOPT ROBERT'S RULES OF ORDER

Council Member Davis moved, seconded by Council Member Gaston, to adopt Robert's Rules of Order, Newly Revised, 10th Edition as the official guide on parliamentary procedures when conducting City Council meetings. The vote was unanimous in favor.

IN THE MATTER OF REVIEW/APPROVE SETTING TIME FOR PAYING BILLS

Council Member Beard, seconded by Council Member Bryan, to set the time for reviewing and approving payment of bills at 4:30 p.m. each first and third Tuesday of the month prior to the regular City Council meetings. The vote was unanimous in favor.

IN THE MATTER OF REVIEW/APPROVE RESOLUTION APPOINTING MISSISSIPPI MUNICIPAL LEAGUE 2021 VOTING DELEGATES FOR THE CITY OF TUPELO, MISSISSIPPI

In accordance with the bylaws of the Mississippi Municipal League, Council Member Beard nominated Council Member Davis as the voting delegate and Council Member Bryan as the first alternate for the 2021 Mississippi League election to be held at the annual convention on July 25 through July 28, 2021. Council Member Jones seconded the motion, and the vote was unanimous in favor to approve the Resolution as submitted. **APPENDIX B**.

IN THE MATTER OF BILL PAY

Bills were reviewed at 4:30 p.m. by Council members Janet Gaston, Travis Beard, Buddy Palmer, Rosie Jones and Nettie Davis and Accounts Payable Clerk, Traci Dillard. Council Member Bryan moved, seconded by Council Member Davis, to approve the payment of the checks, bills, claims and utility adjustments. The vote was unanimous in favor. **APPENDIX C**

IN THE MATTER OF CLOSING 2018 REV BOND BANK ACCOUNTS

Council Member Bryan moved, seconded by Council Member Davis, to approve the closing of 2018 Revenue Bond Bank Account. The vote was unanimous in favor. **APPENDIX D**

IN THE MATTER OF FY 2021 PETTY CASH ACCOUNTS

Council Member Davis moved, seconded by Council Member Jones, to approve the Petty Cash Accounts for the remainder of FY2021 as submitted. The vote was unanimous in favor. **APPENDIX E**

IN THE MATTER OF APPROVAL TO SUBMIT 2021 HOMELAND SECURITY APPLICATIONS

Grant Writer Abby Christian requested that the Council approve the submission of applications for the 2021 Homeland Security Grant Program. There is no match for these grants. Council Member Beard moved, seconded by Council Member Gaston, to approve the submissions. The vote was unanimous in favor. **APPENDIX F**

IN THE MATTER OF APPROVE/REJECT THE INTERGOVERNMENTAL TRANSFER OF A COUNTY OWNED VEHICLE TO THE CITY OF TUPELO

Council Member Davis moved, seconded by Council Member Jones, to approve the intergovernmental transfer of a Lee County owned vehicle to the City of Tupelo, for use by Mayor Jordan. The vote was unanimous in favor and a copy of the Resolution is attached as **APPENDIX G**.

IN THE MATTER OF LOT MOWING

Council Member Beard moved, seconded by Council Member Bryan, to approve the final lot mowing list, as submitted. The vote was unanimous in favor. **APPENDIX H**

IN THE MATTER OF NMNU REQUEST FOR DECLARATION OF SURPLUS VEHICLES FOR AUCTION

Interim Police Chief Jackie Clayton submitted a list of vehicles no longer needed by the City of Tupelo, which should be declared surplus and sold at auction. Council Member Beard moved, seconded by Council Member Gaston, to approve the surplus and sale at auction. The list is attached as **APPENDIX I**. The vote was unanimous in favor.

IN THE MATTER OF NARCAN MOU

Council Member Davis moved, seconded by Council Member Beard, to approve a Memorandum of Understanding between the Mississippi Department of Mental Health Bureau of Addictive Services and Tupelo Police Department concerning the delivery, training, distribution, storage, deployment and reporting of NARCAN. The vote was unanimous in favor. **APPENDIX J**

IN THE MATTER OF BID REJECTION CURB AND GUTTER 2021-015PW

Public Works Director Chuck Williams asked that the Council reject bid # 2021-015PW - Curb and Gutter, due to no bids being submitted. Council member Beard moved, seconded by Council Member Jones, to approve the rejection of the bid. The vote was unanimous in favor.

IN THE MATTER OF REJECTION OF BID 2021-017PR - SKATE PARK RENOVATIONS

Park & Recreation Director Alex Farned, requested that bid # 2021-017PR - Skate Park Renovations, be rejected because all the bids came in over budget. Council Member Davis moved, seconded by Council Member Jones, to approve the rejection of the bid. The vote was unanimous in favor. **APPENDIX K**

IN THE MATTER OF BAD DEBT WRITE-OFF JANUARY 2020 – JUNE 2020

Council Member Beard moved, seconded by Council Member Gaston, to approve writing off to the bad debt file a list of Water and Light Collections accounts. The total bad debt amount represents 0.0008% of the total revenue for the period of January 2020 thru June 2020. Efforts will continue to be made to collect these accounts even though they have been transferred to this accounting classification. The vote was unanimous in favor. **APPENDIX L**

IN THE MATTER OF EXECUTIVE SESSION – SALE OF REAL PROPERTY

Council Member Davis moved, seconded by Council Member Bryan, to determine the need for an executive session. City Attorney Ben Logan advised the Council that the topic for discussion, purchase and sale of real property. Miss. Code Anno. §25-41-7 (4) (g) (1972 as amended), is a legal reason to enter an executive session. The vote was unanimous in favor.

Council Member Beard moved, seconded by Council Member Davis, to close the regular session and enter executive session at 6:41 p.m. The vote was unanimous in favor.

Council Member Davis moved, seconded by Council Member Beard, to close the executive session and return to the regular session at 7:03 p.m. The vote was unanimous in favor.

IN THE MATTER OF APPROVAL OF RESOLUTION DECLARING REAL PROPERTY AS SURPLUS LOCATED ON TIMBERLANE ROAD AND AUTHORIZING THE SALE OF SAID PROPERTY

Council Member Davis moved, seconded by Council Member Beard to approve a 'Resolution Declaring Real Property as Surplus on Timberlane Road and Authorizing the Sale of Said Property'. The vote was unanimous in favor. **APPENDIX M**

NOTATION: See Minutes of 7-20-21 for further action.

ADJOURNMENT

There being no further business to come before the Council at this time, Council Member Gaston moved, seconded by Council Member Beard, to adjourn the meeting. The vote was unanimous in favor. This, the 6th day of July, 2021, at 7:04 p.m.

Buddy Palmer, President
City Council

ATTEST:

Missy Shelton, Clerk of the Council

Todd Jordan, Mayor

Date