



OFFICIAL ELECTRONIC PACKET

**CITY OF STARKVILLE, MISSISSIPPI
July 10, 2018**

Mayor
D. Lynn Spruill

Vice Mayor
Roy A. Perkins

Board of Aldermen
Ben Carver
Sandra Sistrunk
David Little
Jason Walker
Patrick Miller
Henry Vaughn, Sr.

City Attorney
Chris Latimer

City Clerk / CFO
Lesa Hardin

Technology Director
Joel Clements, Jr.

Utilities General Manager
Terry Kemp



Police Chief
R. Frank Nichols

Fire Chief
Charles Yarbrough

**Human Resources
Director**
Navarrete Ashford

**City Planning &
Community Development**
W. Buddy Sanders

City Engineer
Edward Kemp

Court Clerk
Shalonda Sykes

**Interim Park and
Recreation Director**
Gerry Logan

**Sanitation and
Environmental Services
Director**
Calvin Ware

Airport Director
Rodney Lincoln

OFFICIAL AGENDA
THE MAYOR AND BOARD OF ALDERMEN
OF THE
CITY OF STARKVILLE, MISSISSIPPI

RECESS MEETING OF TUESDAY, JULY 10, 2018
3:00 P.M., COURT ROOM, CITY HALL
110 WEST MAIN STREET

- I. **CALL THE MEETING TO ORDER**
- II. **PLEDGE OF ALLEGIANCE AND A MOMENT OF SILENCE**
- III. **APPROVAL OF THE OFFICIAL AGENDA INCLUDING CONSENTED ITEMS**
- IV. **ANNOUNCEMENTS AND COMMENTS**
 - A. MAYOR'S COMMENTS:
 - B. BOARD OF ALDERMEN COMMENTS:
- V. **CITIZEN COMMENTS**
- VI. **INTERVIEWS AND CONSIDERATION OF CANDIDATES FOR EXECUTIVE DIRECTOR OF PARKS AND RECREATION**
 - o Reginald Burton Jr.
 - o Gerry Logan
 - o Edward Smith
 - o Digby Whyte
- VII. **MAYOR'S BUSINESS**
- VIII. **BOARD BUSINESS**
- IX. **DEPARTMENT BUSINESS**
 - A. AIRPORT
THERE ARE NO ITEMS FOR THIS AGENDA
 - B. COMMUNITY DEVELOPMENT DEPARTMENT
 1. CODE ENFORCEMENT
THERE ARE NO ITEMS FOR THIS AGENDA
 2. PLANNING
 - a. CONSIDERATION OF THE RE-APPOINTMENT OF MS. CYNDI SULLIVAN TO THE HISTORIC PRESERVATION COMMISSION WITH A THREE-YEAR TERM SET TO START JULY 11, 2018 AND EXPIRE ON JULY 11, 2021.
 - b. CONSIDERATION OF THE RE-APPOINTMENT OF DR. MICHAEL FAZIO TO THE HISTORIC PRESERVATION COMMISSION WITH A THREE-YEAR TERM SET TO START JULY 11, 2018 AND EXPIRE ON JULY 11, 2021.
 - C. COURTS
THERE ARE NO ITEMS FOR THIS AGENDA

D. ENGINEERING

THERE ARE NO ITEMS FOR THIS AGENDA

E. FINANCE AND ADMINISTRATION

THERE ARE NO ITEMS FOR THIS AGENDA

F. FIRE DEPARTMENT

THERE ARE NO ITEMS FOR THIS AGENDA

G. HUMAN RESOURCES

THERE ARE NO ITEMS FOR THIS AGENDA

H. INFORMATION TECHNOLOGY

THERE ARE NO ITEMS FOR THIS AGENDA

I. PARKS

THERE ARE NO ITEMS FOR THIS AGENDA

J. POLICE DEPARTMENT

1. REQUEST AUTHORIZATION TO ALLOW CAPTAIN MARK BALLARD TO ATTEND THE 2018 FBI SUMMER TRAINING CONFERENCE IN GULFPORT, MS., ON AUGUST 12-16, 2018, WITH COSTS NOT TO EXCEED \$875.00.

K. SANITATION DEPARTMENT

THERE ARE NO ITEMS FOR THIS AGENDA

L. UTILITIES DEPARTMENT

1. REQUEST AUTHORIZATION FOR CHRISTIE CULBERSON TO TRAVEL TO JACKSON, TN TO ATTEND TVA / E SOURCE JULY JOURNEY MAPPING WORKSHOP ON JULY 22-23, 2018 AT A TOTAL COST NOT TO EXCEED \$240.00 WITH ADVANCE TRAVEL.
2. REQUEST AUTHORIZATION TO ACCEPT LOWEST AND BEST QUOTE FOR REPLACEMENT FILTER SCREEN ELECTRICAL PANEL AT WASTEWATER PLANT.

X. **CLOSED DETERMINATION SESSION**

XI. **OPEN SESSION**

XII. **EXECUTIVE SESSION**

XIII. **OPEN SESSION**

XIV. **RECESS UNTIL JULY 17, 2018 @ 3:00 P.M. IN THE COURT ROOM AT 110 WEST MAIN STREET.**

The City of Starkville is accessible to persons with disabilities. Please call the ADA Coordinator, Joyner Williams, at (662) 323-2525, ext. 3121 at least forty-eight (48) hours in advance for any services requested.

JOB VACANCY

Job Titles: Executive Director

Department: Parks & Recreation

Posting Period: April 5, 2018 until position is filled

GENERAL POSITION SUMMARY:

The Executive Director of Parks and Recreation is responsible for providing guidance, direction and coordination of department operations including oversight of the department in its entirety. Responsibilities include community programs, maintenance, supervision of personnel and budget administration. A primary goal of this position is to promote Starkville as a sports tourism destination and increase economic activity for the City and its businesses. Such activities include creating and facilitating large, multi-day, youth sports tournaments, and various entertainment offerings resulting in attracting large numbers of visitors to Starkville.

ESSENTIAL JOB FUNCTIONS:

- Direct and participate in the development and implementation of goals, objectives, policies, procedures and priorities for the City and the Parks and Recreation Department.
- Supervise all department operations including recreation services, volunteer services and facility/park maintenance.
- Prepare, writes and administers various grant applications to support capital projects and other department initiatives. Identify and procure possible sponsorship opportunities.
- Assist with long range planning, capital projects.
- Serve as the staff representative to the Mayor and Board of Alderman.
- Ensure that the department operates efficiently and effectively in its day-to-day business, enhancing collaboration across the department, the City and the community.
- Coordinate and provide guidance to other managers, supervisors, and project leaders and act as technical advisor on studies, projects and problem resolution teams.
- Plan for future work programs, determine the nature and scope of projects and make staff assignments.
- Act on behalf of the City at selected management, community or regional meetings dealing with parks and recreation matters.
- Assist in planning and preparing the department budget; attend meetings (department and board meeting) and make budget presentations; monitor the department budget according to established procedures.
- Concentrate on raising the profile of the City of Starkville as a premiere sports destination by aggressively promoting the City's existing resources and targeting sporting events that will generate a positive economic impact for the City of Starkville.
- Develop strong relationships with the Partnership members (lodging, restaurants, attractions, etc.)

KNOWLEDGE, SKILLS AND ABILITIES:

- Knowledge of principles, practices, regulations and techniques related to parks and recreation operations and administration.
- Thorough knowledge of personnel and program management principles and practices, including administration, supervision and training of personnel.
- Knowledge of state and local laws and procedures relating to municipal government services and the role parks and recreation takes in delivery of those services.
- Knowledge of policies, rules and other risk management regulations governing the conduct and safety of parks and recreation programs and facilities.

- Knowledge of personal computers and the software necessary to perform job duties.
- Skill in analyzing problems, identifying alternative solutions, projecting the consequences of proposed actions and implementing recommendations in support of department goals.
- Skill in assessing and prioritizing multiple tasks, projects and demands.
- Skill in establishing and maintaining cooperative working relationships with City employees, officials, and representatives from other government agencies.
- Ability to exercise considerable discretion and independent judgment in choosing approaches, methods, and resources to solve problems and achieve results within the framework established by the Director.
- Ability to take an active role in community relations and the willingness to devote time to establish a positive and responsible presence in the community.
- Ability to formulate and implement a sound, progressive parks and recreation system and sustain operations for a variety of activities without regular direction.
- Ability/experience working with a diverse staff by leading, guiding and directing the staff to ensure the best performance consistent with good customer service and management principles.
- Ability to communicate effectively both orally and in writing.
- Ability to deal effectively with professionals and the public using tact and diplomacy.
- Ability to be bonded.
- CPR/First Aid/AED training/certification desirable

EDUCATION AND/OR EXPERIENCE REQUIRED:

- A Bachelor's Degree in Recreation, Public or Park Administration, Park Planning, Landscape Architecture or a closely related field. Five years of progressively responsible experience in park and recreation management with policy, supervisory and budgetary experience or any equivalent combination of education and experience that provides the required knowledge, skills and abilities to fulfill the duties of this position. Recreation and Parks Association Certification is preferable.

DESIRABLE QUALIFICATIONS:

- A Master's Degree in Recreation, Public or Park Administration, Park Planning, Landscape Architecture or a closely related field. Experience as an Assistant Director or a comparable position in an organization of a comparable size.

WORK ENVIRONMENT:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Work is performed primarily in office and meeting room settings with some fieldwork required. Hand-eye coordination is necessary to operate computers and various pieces of office equipment. Fieldwork will expose the employee to occasional inclement weather, loud noises, moving vehicles and machines, and dust and mud. Fieldwork may require protective clothing including helmet, gloves, goggles, and safety shoes.

PHYSICAL DEMANDS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- While performing the duties of the job, the employee is occasionally required to stand, walk, use hands to finger, handle, feel or operate objects, tools or controls, open and move paper and plans, and reach with hands and arms, hear and talk as part of both office and field work. The fieldwork may also include limited walking on a variety of surfaces and negotiating obstacles within structures and construction sites, climbing ladders, crawling in confined areas, bending, and stooping. Employee must occasionally lift and/or move up to fifty (50) pounds. Employee must be able to drive a City vehicle. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

SPECIAL REQUIREMENTS:

- Good driving record, ability to drive a City vehicle and possession of a valid State Driver's license.

The duties listed above are intended as illustrations of the types of work that may be performed. The omission of specific job duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position. The job description does not constitute an employment contract and is subject to change as the needs of the City and requirements of the job change. Regular and consistent attendance is a condition of continuing employment.

The City of Starkville is an EQUAL EMPLOYMENT OPPORTUNITY/AFFIRMATIVE ACTION employer. Candidates are considered for employment with the City, without regard to their race, color, religion, national origin, age, sex, gender, pregnancy, disability, sexual orientation, gender identity, genetic information, military status, protected veteran status or other classification protected by applicable federal, state or local law.

A drug screen is required for this position.

Qualified candidates may apply at City Hall, 110 West Main Street, Starkville, MS 39759 or apply on-line at www.cityofstarkville.org



**CITY OF STARKVILLE COVERSHEET
RECOMMENDATION FOR BOARD ACTION**

AGENDA ITEM DEPT.: Community Dev.- Planning

AGENDA DATE: July 10, 2018

PAGE: Page 1 of 2

SUBJECT:

Discussion and consideration of the re-appointment of Ms. Cyndi Sullivan to the Historic Preservation Commission with a three-year term set to start July 11, 2018 and expire on July 11, 2021.

AMOUNT & SOURCE OF FUNDING

N/A

FISCAL NOTE:

N/A

AUTHORIZATION HISTORY:

The Historic Preservation Commission currently has two vacancies. This seat has been vacant since July 1, 2018. Re-appointment will be for a three year term.

REQUESTING

DEPARTMENT: Community Development

DIRECTOR'S

AUTHORIZATION: Buddy Sanders

FOR MORE INFORMATION CONTACT:

Buddy Sanders @ 662-323-2525 ext 3119

SUGGESTED MOTION:

Move approval of the re-appointment of Ms. Cyndi Sullivan to the Historic Preservation Commission with a term set to start July 11, 2018 and expire on July 11, 2021.



Buddy Sanders <b.sanders@cityofstarkville.org>

request for renewal

1 message

Cyndi Sullivan <sullivan38104@yahoo.com>

Wed, Jun 27, 2018 at 9:10 AM

To: Buddy Sanders <b.sanders@cityofstarkville.org>

Good morning!

Please accept this email as a request for my renewal to the Historical Preservation Commission.

Thank you

Cyndi Sullivan

On Friday, June 22, 2018, 5:21:43 PM CDT, Buddy Sanders <b.sanders@cityofstarkville.org> wrote:

HPC Memebers:

I hope all is going well for you.

Our meeting for this quarter is next Tuesday, June, 26, 2018 at 5:30.

We have a number of items to go over and I do hope you can attend.

If you have any questions, please do not hesitate to call me at (205) 531-4723.

Best regards,

Buddy

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Buddy Sanders
Community Development Director
[City of Starkville](#)
[110 West Main Street](#)
[Starkville, MS 39759](#)

Voice: (662) 323-2525

Cell: (662) 769-7577



**CITY OF STARKVILLE COVERSHEET
RECOMMENDATION FOR BOARD ACTION**

AGENDA ITEM DEPT.: Community Dev.- Planning
AGENDA DATE: July 10, 2018
PAGE: Page 1 of 2

SUBJECT:

Discussion and consideration of the re-appointment of Dr. Michael Fazio to the Historic Preservation Commission with a three-year term set to start July 11, 2018 and expire on July 11, 2021.

AMOUNT & SOURCE OF FUNDING

N/A

FISCAL NOTE:

N/A

AUTHORIZATION HISTORY:

The Historic Preservation Commission currently has two vacancies. This seat has been vacant since July 1, 2018. Re-appointment will be for a three year term.

REQUESTING

DEPARTMENT: Community Development

DIRECTOR'S

AUTHORIZATION: Buddy Sanders

FOR MORE INFORMATION CONTACT:

Buddy Sanders @ 662-323-2525 ext 3119

SUGGESTED MOTION:

Move approval of the re-appointment of Dr. Michael Fazio to the Historic Preservation Commission with a term set to start July 11, 2018 and expire on July 11, 2021.



Buddy Sanders <b.sanders@cityofstarkville.org>

Shpc additional term for fazio

1 message

Fazio, Michael <MFazio@caad.msstate.edu>

Tue, Jun 26, 2018 at 12:24 PM

To: buddy sanders <b.sanders@cityofstarkville.org>

With my present term ending in July, 2018, I wish to be considered for another term on the Starkville Historic Preservation Commission.

Michael Fazio



**CITY OF STARKVILLE COVERSHEET
RECOMMENDATION FOR BOARD ACTION**

AGENDA ITEM DEPT.: Police
AGENDA DATE: 07/10/2018
PAGE: 1 of 6

SUBJECT: Request authorization to allow Captain Mark Ballard to attend the 2018 FBI Summer Training Conference in Gulfport, MS., on August 12-16, 2018.

AMOUNT & SOURCE OF FUNDING: 001-230-690-552

FISCAL NOTE:

Registration	\$350.00	MS Chapter FBINNA Linda Atterbury P.O. Box 503 Long Beach, MS 39560
Hotel	\$372.00	Courtyard by Marriott 1600 East Beach Blvd. Gulfport, MS 39501

AUTHORIZATION HISTORY:

**REQUESTING
DEPARTMENT:** Starkville Police Dept.

**DIRECTOR'S
AUTHORIZATION:** R. Frank Nichols
Chief of Police
662-323-2700

FOR MORE INFORMATION CONTACT:

SUGGESTED MOTION:

Move approval for conderation for Captain Mark Ballard to attend the 2018 FBI Summer Training Conference in Gulfport, MS., on August 12-16, 2018. The amount of travel will not exceed \$875.00.

2018 Mississippi FBI National Academy Associates
Summer Conference and Training Agenda
Sunday, August 12—Thursday, August 16, 2018

The 2018 Summer Training Conference is shaping up to be a great event to provide a wide array of subjects and opportunities for networking with our membership. As we have expanded our outreach in the Section 3 area as well as on the national level, the executive board has rekindled friendships and are happy to announce that we are planning on hosting representatives from the national level again this year. The line up of presenters and speakers will offer topics on Leadership, Procedural Justice, Legal Issues, Las Vegas Route 91 Concert Shooting, and many more. Our after hours networking events will include an opening night reception hosted by the First Tactical / Point Blank cooking team, the annual Presidents Seafood Reception at the Biloxi Visitors Center, the Chapter Annual Conference Banquet with entertainment that you will not want to miss. Mark your calendar and return your registration form as soon as possible so we are able to make adequate preparations to provide a top notch conference.

Sunday, August 12th	Registration and Check –In Courtyard by Marriott, Beachfront in Gulfport
Monday, August 13th	Opening Ceremonies Charlie Spillers, Confessions of an Undercover Agent Ronald Serpas, Procedural Justice Opening Night Reception Cookout Sponsored by First Tactical / Point Blank
Tuesday, August 14th	Eric Daigle, Legal Issues Topic Presidents Seafood Reception, Sponsored by C-Spire
Wednesday, August 15th	Las Vegas Route 91 Presentation Leadership Training Annual Conference Banquet Sponsored by Verizon Wireless
Thursday, August 16th	Legal Updates (State and Federal) Summer Business Meeting

There will be support for our conference from some of the best vendor partners again this year. In addition to the normal firearms given away, the membership registration packages are sure to please. Along with the executive board members, we are happy to put on this conference and are looking forward to another great year on the MS Gulf Coast with our members.



**CITY OF STARKVILLE COVERSHEET
RECOMMENDATION FOR BOARD ACTION**

AGENDA ITEM NO:
AGENDA DATE: July 17, 2018
PAGE: 1 of 1

SUBJECT: Request authorization for Christie Culberson to travel to Jackson, TN to attend TVA/E Source July Journey Mapping Workshop on July 22-23, 2018 at a total cost not to exceed \$240.00 with advance travel.

AMOUNT & SOURCE OF FUNDING: FY 2018 Budget

FISCAL NOTE:

AUTHORIZATION HISTORY:

**REQUESTING
DEPARTMENT:** Utilities

**DIRECTOR'S
AUTHORIZATION:** Terry Kemp, General Manager

FOR MORE INFORMATION CONTACT: Terry Kemp 323-3133

SUGGESTED MOTION:

Move approval for Christie Culberson to travel to Jackson, TN to attend TVA/E Source July Journey Mapping Workshop on July 22-23, 2018 at a total cost not to exceed \$240.00 with advance travel.



**CITY OF STARKVILLE COVERSHEET
RECOMMENDATION FOR BOARD ACTION**

AGENDA ITEM NO:
AGENDA DATE: July 17, 2018
PAGE: 1 of 1

SUBJECT: Request authorization to accept lowest and best quote for replacement filter screen electrical panel at Wastewater Plant from Kusters Corporation in the amount of \$15,216.00.

AMOUNT & SOURCE OF FUNDING:

FISCAL NOTE: Quotes Received: Kusters Zima Corporation - \$15,216.00
Hawk SCADA - \$17,810.12

AUTHORIZATION HISTORY:

REQUESTING
DEPARTMENT: Utilities

DIRECTOR'S
AUTHORIZATION: Terry Kemp, General Manager

FOR MORE INFORMATION CONTACT: Terry Kemp 662- 323-3133 ext. 101

SUGGESTED MOTION:

Move approval to accept lowest and best quote for replacement filter screen electrical panel at Wastewater Plant.

Customer:

TERRY KEMP
 CITY OF STARKVILLE
 101 EAST LAMPKIN STREET
 ACCOUNTS PAYABLE

STARKVILLE, MS 39259
 UNITED STATES

Phone: 662-323-7211 X101
 tkemp@starkvilleutilities.com

Fax:

Quotation

Date: 7/6/2018
Expiration: 8/6/2018
Terms: NET 30 DAYS, FREIGHT PREPAID &
 ADDED TO INVOICE
FOB: EXWORKS, SPARTANBURG SC
Leadtime: 8 Weeks

Quote Specifications

REF JA/WTI JOB# 636/99 (768/99)

FILTERSCREEN MODEL: 700/60/10
 (PIVOTING MODEL)

COMPACTOR MODEL: SPW 200

Line No	Qty	Part ID# Description	Unit Price	Extended Price
1	1	REPLACEMENT PANEL ENTIRE PANEL ASSEMBLY	11,280.00	\$11,280.00
• ONE (1) MAIN CONTROL PANEL, NEMA TYPE 4X 304 STAINLESS STEEL (PAINTED WHITE) FOR 460 VOLTS, 3 PHASE POWER. • FUSED MAIN DISCONNECT WITH DOOR HANDLE. • FUSED BRANCH CIRCUIT PROTECTION FOR THE SCREEN DRIVE, BRUSH DRIVE, AND COMPACTOR DRIVE. • IEC TYPE MOTOR STARTERS • TSUBAKI SHOCK RELAYS FOR THE SCREEN DRIVE, BRUSH DRIVE, AND COMPACTOR DRIVE. • SMART RELAY FOR COMPACTOR JAM CLEAR. • CONTROL TRANSFORMER 460/120 WITH PRIMARY FUSES AND SECONDARY CIRCUIT BREAKERS. • RELAYS, TIMERS, OPERATORS, AND ALL OTHER CONTROL DEVICES FOR PROPER OPERATION. NOTE: EXCLUDES REPLACEMENT MULTIRANGER, TRANSDUCER AND PROGRAMMER				
2	1	A125396	2,157.00	\$2,157.00



KUSTERS-WATER
a division of KUSTERS ZIMA

Quotation: SP-02942-18

Customer Number: 193553

Page: 2 of 2

Line No	Qty	Part ID# (Cust Part #) Description	Unit Price	Extended Price
		CONTROLLER, ULTRASONIC LEVEL		
3	2	A125230 TRANSDUCER, ULTRASONIC LEVEL XPS10	853.00	\$1,706.00
4	1	A126456 PROGRAMMER, HANDHELD	73.00	\$73.00
Quotation Total (US Dollars):				\$15,216.00

AUTHORIZED SIGNATURES

Customer Acceptance


GEORGE KELLUM

1. All prices are stated in US Dollars.
2. Minimum order of \$50 required.
3. Quote is valid for 30 days from the date of the quote.
4. Any applicable Banking fees, Sales, Use, Excise or other Taxes or Duties shall be paid by the buyer directly to the appropriate authority. If Tax Exempt, an Exempt Certificate must be sent with the Purchase Order.
5. A Purchase Order issued to Kusters Water, PO. Box 6128, Spartanburg, SC 29304, is required for Order Entry.
6. An estimated shipping date will be confirmed at the time of order placement based on the current manufacturing load at that time.

Innovative Broadcast Services, Hawk SCADA
P. O. Box 22
Columbus MS 39703-0022
Phone: 662.324.6934

ESTIMATE



And
intrinsicNet

Starkville Utilities
Terry Kemp
402 Dr Douglas L. Conner Dr
Starkville MS 39759

Estimate #:	SH062463
Date:	July 2, 2018
Estimate Total (USD):	\$17,810.12
PO #:	Starkville WWTP Panel

To view your estimate
online »

Go to: <https://innovativebroadcastservices.freshbooks.com/view/6CSH5W6bXzwURSi>

Item	Description	Unit Cost (\$)	Quantity	Price (\$)
Control Panel	Replacement Filterscreen Control panel (Built to match functionality and specifications of existing control panel with all new equipment and new enclosure): NEMA 4X Stainless Steel enclosure, 3-PHASE, setup for 480 V. Motor starters, Relays, Timers, Fused main disconnect with door handle, compactor jam relay, control transformer, fused branch circuit protection for brush drive, screen drive, and compactor drive, w/ branch circuit protection for screen drive, brush drive, and compactor drive, new ultrasonic level transducer and level controller with programmer.	17,810.12	1	17,810.12
NOTES: This quote does not include installation of the quoted panel. The price listed is for the panel itself and delivery to the Starkville WWTP. (Estimated lead time: 12 weeks).				
Subtotal:				17,810.12
Estimate Total (USD):				\$17,810.12