

**MINUTES OF THE RECESS MEETING
OF THE MAYOR AND BOARD OF ALDERMEN
The City of Starkville, Mississippi
October 17, 2023**

Be it remembered that the Mayor and Board of Alderman met in a Recess Meeting on October 17, 2023 at 5:30 p.m. in the Courtroom of City Hall, located at 110 West Main Street, Starkville, MS. Present were Mayor Lynn Spruill, Aldermen Ben Carver, Sandra Sistrunk, Jeffrey Rupp, Mike Brooks, Hamp Beatty, Roy A'. Perkins and Henry Vaughn, Sr. as well as City Attorney Berk Huskison and City Clerk / CFO Lesa Hardin.

Mayor Lynn Spruill opened the meeting with the Pledge of Allegiance followed by a moment of silence.

REQUESTED REVISIONS TO THE OFFICIAL AGENDA:

Mayor D. Lynn Spruill asked that item XI.B.1. Cadance Bank plan (AA 23-01) review be removed from the agenda at the request of the applicant.

Alderman Sistrunk commented on the impact the police vehicle lease will have on the budgeted line items for vehicles and equipment. While she sees the need for the vehicles, it needed to be noted for budget emphasis that these line items were depleted.

There being no additional changes, the Mayor called for a motion to approve the agenda with consent items as amended.

1. A MOTION TO APPROVE THE OFFICIAL AGENDA WITH CONSENT ITEMS.

Alderman Rupp offered a motion, duly seconded by Alderman Brooks, to approve the October 17, 2023 Official Agenda. The Board voted as follows:

Alderman Ben Carver	Voted: Yea
Alderman Sandra Sistrunk	Voted: Yea
Alderman Jeffrey Rupp	Voted: Yea
Alderman Mike Brooks	Voted: Yea
Alderman Hamp Beatty	Voted: Yea
Alderman Roy A'. Perkins	Voted: Yea
Alderman Henry Vaughn, Sr.	Voted: Yea

Having received a majority affirmative vote, the Mayor declared the motion carried and then read the consented items.

**OFFICIAL AGENDA OF
THE MAYOR AND BOARD OF ALDERMEN
OF THE CITY OF STARKVILLE, MISSISSIPPI
RECESS MEETING OF TUESDAY, OCTOBER 17, 2023
5:30 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. APPROVAL OF THE BOARD OF ALDERMEN MINUTES**

CONSIDERATION OF THE MINUTES OF THE SEPTEMBER 19, 2023 RECESS MEETING OF THE MAYOR AND BOARD OF ALDERMEN OF THE CITY OF STARKVILLE.

CONSIDERATION OF THE MINUTES OF THE SEPTEMBER 29, 2023 WORK SESSION OF THE MAYOR AND BOARD OF ALDERMEN OF THE CITY OF STARKVILLE.

CONSIDERATION OF THE MINUTES OF THE OCTOBER 3, 2023 REGULAR MEETING OF THE MAYOR AND BOARD OF ALDERMEN OF THE CITY OF STARKVILLE.

V. ANNOUNCEMENTS AND COMMENTS

A. MAYOR’S COMMENTS: New Employee Introductions

B. BOARD OF ALDERMEN COMMENTS:

VI. CITIZEN COMMENTS

VII. PUBLIC APPEARANCES

VIII. PUBLIC HEARINGS

IX. MAYOR’S BUSINESS

THERE ARE NO ITEMS FOR THIS AGENDA

X. BOARD BUSINESS

1. CONSIDERATION TO REAPPOINT KENNEDY NEAL, THE SOLE APPLICANT, TO FILL A VACANCY WITH THE LIBRARY BOARD OF TRUSTEES WHICH EXPIRED ON SEPTEMBER 30, 2023 FOR A FIVE-YEAR TERM THAT WILL BEGIN OCTOBER 18, 2023 AND END OCTOBER 31, 2028.

XI. DEPARTMENT BUSINESS

A. AIRPORT

THERE ARE NO ITEMS FOR THIS AGENDA

B. COMMUNITY DEVELOPMENT AND PLANNING DEPARTMENT

1. DISCUSSION AND CONSIDERATION OF AA 23-01 A REQUEST FOR AN ADMINISTRATIVE APPEAL OF THE DECISION OF THE CITY’S INDEPENDENT CONSULTANT TO DENY APPROVAL OF THE BUILDING DESIGN PROPOSAL OF CADENCE BANK AT 400 UNIVERSITY DRIVE IN A T-5C ZONING DISTRICT.

C. COURTS

THERE ARE NO ITEMS FOR THIS AGENDA

D. ENGINEERING

1. CONSIDERATION OF APPROVING THE PROFESSIONAL SERVICES AGREEMENT WITH THE GOLDEN TRIANGLE PLANNING AND DEVELOPMENT DISTRICT, INC. IN

AN AMOUNT NOT TO EXCEED \$2,400.00 FOR THE CREATION OF A GIS-BASED STREET MAP AND OFFICIAL CITY STREET REGISTER.

2. CONSIDERATION OF ACCEPTING THE LOW BID FROM PARADIGM CONTRACTORS, LLC IN THE AMOUNT OF \$144,500.00 FOR THE MCKEE PARK PICKLEBALL COURT RESURFACING PROJECT.
3. CONSIDERATION OF APPROVING CHANGE ORDER #1 IN THE AMOUNT OF \$13,500.00 FOR THE COLONIAL HILLS DRAINAGE IMPROVEMENTS PROJECT.
4. CONSIDERATION OF APPROVING THE LOW QUOTE FROM PONDER'S EQUIPMENT SERVICE IN THE AMOUNT OF \$21,600.00 FOR A ROTARY LIFT FOR THE STREETS AND UTILITIES DEPARTMENT MECHANIC.

E. FINANCE AND ADMINISTRATION

1. REQUEST APPROVAL OF THE CITY OF STARKVILLE CLAIMS DOCKETS FOR ALL DEPARTMENTS INCLUDING STARKVILLE UTILITIES DEPARTMENT AS OF SEPTEMBER 30, 2023 FOR FISCAL YEAR ENDING 9/30/23 AND AS OF OCTOBER 10, 2023 FOR FISCAL YEAR ENDING 9/30/24, ACKNOWLEDGING THAT THE CITY CLERK HAS ATTESTED AND CERTIFIED ON THE COVER OF THE CLAIMS DOCKET THAT ALL CLAIMS ON THE DOCKET ARE TRUE, ACCURATE, LAWFUL AND PROPER TO THE BEST OF HER KNOWLEDGE, FOR PAYMENT PURSUANT TO HER DUTIES UNDER MISS. CODE SECTIONS 21-39-5, 21-39-7, 21-39-9, 21-39-17 AND 21-15-21.
2. REQUEST APPROVAL OF 2023 MUNICIPAL COMPLIANCE QUESTIONNAIRE.
3. REQUEST ACCEPTANCE OF FINAL FISCAL YEAR 2023 BUDGET ADJUSTMENTS.
4. REQUEST ACCEPTANCE OF SEPTEMBER FINANCIAL STATEMENTS.
5. REQUEST ACCEPTANCE OF THE LOWEST AND BEST BIDS RECEIVED FOR OCTOBER 1, 2023 – SEPTEMBER 30, 2024 RE-BID SECTIONS 9 & 10 SOURCE OF SUPPLY LISTING FOR THE STARKVILLE GENERAL CITY.

F. FIRE DEPARTMENT

1. REQUEST AUTHORIZATION FOR FIRE MARSHAL MARK MCCURDY TO TRAVEL TO VICKSBURG, MS TO ATTEND THE 2023 MFIA FALL SEMINAR IN VICKSBURG, NOVEMBER 1 -3, 2023 AT AN APPROXIMATE COST OF \$800.00.

G. HUMAN RESOURCES

1. REQUEST AUTHORIZATION TO HIRE DAVID GREENE AND OLIVIA KEETER AS CIVIL ENGINEER CO-OPS IN THE ENGINEERING DEPARTMENT.
2. REQUEST AUTHORIZATION TO HIRE WILLIAM MCCORMICK AS AN ENGINEERING ASSOCIATE IN THE STARKVILLE UTILITIES DEPARTMENT.
3. REQUEST AUTHORIZATION TO HIRE DARIAN KING AS A SEASONAL SANITATION WORKER IN THE SANITATION & ENVIRONMENTAL SERVICES DEPARTMENT.
4. REQUEST AUTHORIZATION TO HIRE CHASE NAYLOR AND SHUAN SERAFINE AS

TEMPORARY FULL-TIME EMPLOYEES IN THE STARKVILLE UTILITIES DEPARTMENT.

5. REQUEST AUTHORIZATION TO HIRE JAMES HOLLINGSWORTH AND WILLIAM TURNER AS TEMPORARY FULL TIME CERTIFIED FIREFIGHTERS.

6. CONSIDERATION OF THE DISCIPLINE RECOMMENDED BY SANITATION DIRECTOR CHRIS SMILEY AS A RESULT OF A DISCIPLINARY ISSUE FOR TWO SANITATION WORKERS.

7. CONSIDERATION OF THE DISCIPLINE RECOMMENDED BY MUNICIPAL COURT CLERK MONICA LAIRY AS A RESULT OF DISCIPLINARY ISSUES FOR A MUNICIPAL COURT EMPLOYEE.

H. INFORMATION TECHNOLOGY

1. CONSIDERATION OF ADDING THE WEATHER ALERT MODULE TO THE STARKVILLE ALERT SYSTEM.

I. PARKS

THERE ARE NO ITEMS FOR THIS AGENDA

J. POLICE DEPARTMENT

1. POLICE

a. REQUEST APPROVAL TO ENTER INTO A CONTRACT WITH ENTERPRISE FLEET MANAGEMENT, THE SOLE BID, TO LEASE 17 VEHICLES FOR A TOTAL 1-TIME EQUIPMENT COST OF \$85,418.07, PLUS A TOTAL ANNUAL VEHICLE COST OF \$196,866.60 EQUALING A 1-YEAR COST OF \$282,284.67 WITH COST TO BE OFFSET WITH SALE OF EXISTING VEHICLES.

b. REQUEST APPROVAL TO ACCEPT THE FY24 MISSISSIPPI DEPARTMENT OF HOMELAND SECURITY 100% REIMBURSABLE GRANT A23LE347 IN THE AMOUNT OF \$30,000 AND TO PURCHASE 3 LICENSE PLATE READERS AND WARRANTIES AS SOLE SOURCE ITEMS IN THAT THEY ARE THE SAME L6Q CAMERAS WITH THE SAME DEALER (AMERICAN INTEGRATION) AS EXISTING POLICE EQUIPMENT.

c. REQUEST APPROVAL TO ACCEPT AND ENTER INTO A GRANT AGREEMENT WITH THE MISSISSIPPI DEPARTMENT OF PUBLIC SAFETY, JUSTICE ASSISTANCE FOR A 100% REIMBURSABLE GRANT IN THE AMOUNT OF \$25,000.00 IN OVERTIME AND \$30,795.00 FOR THE LICENSE RENEWAL OF GRAYKEY DIGITAL FORENSIC MOBILE DATA SOFTWARE AND EQUIPMENT.

2. CODE ENFORCEMENT

THERE ARE NO ITEMS FOR THIS AGENDA

K. SANITATION DEPARTMENT

THERE ARE NO ITEMS FOR THIS AGENDA

L. UTILITIES DEPARTMENT

1. REQUEST AUTHORIZATION TO ADVERTISE FOR SOURCE OF SUPPLY BIDS FOR THE

ELECTRIC AND WATER DIVISIONS OF UTILITIES, WITH THE INTENT OF AWARDED THE SOURCE OF SUPPLY CONTRACTS FOR 1-1-2024 THROUGH 6-30-2024.

2. REQUEST AUTHORIZATION TO DECLARE THE 2005 GMC C15 (LAST 4 VIN: 4727) AS SURPLUS AND SELL ON GOVDEALS AND PURCHASE A REPLACEMENT VEHICLE (2023 F250 SERVICE TRUCK) FROM AUTONATION FORD, WHO PROVIDED THE LOWEST QUOTE OF \$63,945.00.

3. REQUEST AUTHORIZATION TO APPROVE THE LOW QUOTE FROM BIRMINGHAM ALTEC FOR REPAIRS TO THE SERVICE CREW BUCKET TRUCK FOR THE ELECTRIC DIVISION IN THE AMOUNT OF \$20,469.08 AND AUTHORIZATION TO RENT A SIMILAR TRUCK FROM GLOBAL RENTAL CO., INCE ON A MONTHLY BASIS AT A RATE OF \$3,200.00 PER MONTH WHILE THE REPAIRS ARE BEING PERFORMED.

XII. CLOSED DETERMINATION SESSION

XIII. OPEN SESSION

XIV. EXECUTIVE SESSION

PROPERTY SALE/LEASE

XV. OPEN SESSION

XVI. ADJOURN UNTIL NOVEMBER 7, 2023 @ 5:30 IN THE COURT ROOM AT 110 WEST MAIN STREET.

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

Consent items 2 – 28:

2. CONSIDERATION OF THE MINUTES OF THE SEPTEMBER 19, 2023 RECESS MEETING OF THE MAYOR AND BOARD OF ALDERMEN OF THE CITY OF STARKVILLE.

Upon the motion of Alderman Rupp, duly seconded by Alderman Brooks, and adopted by the Board to approve the October 17, 2023 Official Agenda, and to accept items for consent, whereby the “approval of minutes of the September 19, 2023 Recess Meeting of the Mayor and Board of Aldermen” is enumerated, this consent item is thereby approved.

3. CONSIDERATION OF THE MINUTES OF THE SEPTEMBER 29, 2023 WORK SESSION OF THE MAYOR AND BOARD OF ALDERMEN OF THE CITY OF STARKVILLE.

Upon the motion of Alderman Rupp, duly seconded by Alderman Brooks, and adopted by the Board to approve the October 17, 2023 Official Agenda, and to accept items for consent, whereby the “approval of minutes of the September 29, 2023 Work Session of the Mayor and Board of Aldermen” is enumerated, this consent item is thereby approved.

4. CONSIDERATION OF THE MINUTES OF THE OCTOBER 3, 2023 REGULAR MEETING OF THE MAYOR AND BOARD OF ALDERMEN OF THE CITY OF STARKVILLE.

Upon the motion of Alderman Rupp, duly seconded by Alderman Brooks, and adopted by the Board to approve the October 17, 2023 Official Agenda, and to accept items for consent, whereby the “approval of minutes of the October 3, 2023 Regular Meeting of the Mayor and Board of Aldermen” is enumerated, this consent item is

thereby approved.

5. CONSIDERATION TO REAPPOINT KENNEDY NEAL, THE SOLE APPLICANT, TO FILL A VACANCY WITH THE LIBRARY BOARD OF TRUSTEES WHICH EXPIRED ON SEPTEMBER 30, 2023 FOR A FIVE-YEAR TERM THAT WILL BEGIN OCTOBER 18, 2023 AND END OCTOBER 31, 2028.

Upon the motion of Alderman Rupp, duly seconded by Alderman Brooks, and adopted by the Board to approve the October 17, 2023 Official Agenda, and to accept items for consent, whereby the “approval to reappoint Kennedy Neal, the sole applicant, to fill a vacancy with the Library Board of Trustees which expired on September 30, 2023 for a five-year term that will begin October 18, 2023 and end October 31, 2028” is enumerated, this consent item is thereby approved.

6. CONSIDERATION OF APPROVING THE PROFESSIONAL SERVICES AGREEMENT WITH THE GOLDEN TRIANGLE PLANNING AND DEVELOPMENT DISTRICT, INC. IN AN AMOUNT NOT TO EXCEED \$2,400.00 FOR THE CREATION OF A GIS-BASED STREET MAP AND OFFICIAL CITY STREET REGISTER.

Upon the motion of Alderman Rupp, duly seconded by Alderman Brooks, and adopted by the Board to approve the October 17, 2023 Official Agenda, and to accept items for consent, whereby the “approval of a professional services agreement with the Golden Triangle Planning and Development District, Inc. in an amount not to exceed \$2,400.00 for the creation of a GIS-based street map and official City street register” is enumerated, this consent item is thereby approved. The agreement follows this page.

7. CONSIDERATION OF ACCEPTING THE LOW BID FROM PARADIGM CONTRACTORS, LLC IN THE AMOUNT OF \$144,500.00 FOR THE MCKEE PARK PICKLEBALL COURT RESURFACING PROJECT.

Upon the motion of Alderman Rupp, duly seconded by Alderman Brooks, and adopted by the Board to approve the October 17, 2023 Official Agenda, and to accept items for consent, whereby the “approval the low bid from Paradigm Contractors, LLC in the amount of \$144,500.00 for the McKee Park Pickleball Court Resurfacing Project” is enumerated, this consent item is thereby approved.

CITY OF STARKVILLE ENGINEERING
DEPARTMENT CITY HALL, 110 W. MAIN ST
STARKVILLE, MISSISSIPPI 39759-2944

23031 - McKee Park Pickleball Court Resurfacing

Bid Tabulation - October 4, 2023

				Engineer's Estimate		Paradigm Contractors , LLC		Struthers Recreation, LLC	
Item No.	Description	Estimated Quantity	Unit	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension
1	Labor & materials for converting existing tennis & pickleball courts to 12 pickleball courts. Includes labor & material for installing 12 new pickleball net systems and repairing broken slab edges.	1	LS	\$ 115,000.00	\$ 115,000.00	\$ 144,500.00	\$ 144,500.00	\$ 179,000.00	\$ 179,000.00
				Total:	\$ 115,000.00	Total:	\$144,500.00	Total:	\$ 179,000.00

I certify that this is a correct tabulation of all bids received for this Project on the date stated above.



Signature

LETTER OF AGREEMENT FOR
GIS AND CONSULTING SERVICES

THIS AGREEMENT is entered into by and between the City of Starkville, Oktibbeha County, Mississippi, hereinafter referred to as the "CITY," and the Golden Triangle Planning and Development District, Inc. (a non-profit corporation organized and existing under the laws of the State of Mississippi), Starkville, Mississippi, hereinafter referred to as the "DISTRICT."

1. The CITY does hereby contract with the DISTRICT to perform professional GIS and technical services for: CREATING A OFFICIAL CITY STREET MAP & REGISTER.
2. The DISTRICT hereby agrees to perform the above services in a diligent and competent manner in accordance with the standards applicable to this work.
3. The CITY shall compensate the DISTRICT for professional services rendered (see attachment 1).
4. The DISTRICT will submit monthly or periodic invoices to the CITY requesting payment. Such requests will be based upon the amount and value of work and services performed by the DISTRICT and will be accompanied by an itemized statement of work performed. The CITY shall pay the DISTRICT the total amount of the invoice within thirty (30) days after receipt of the invoice. Nonpayment or payment less than the amount of the invoice within the specified time shall be cause for suspension of work by the DISTRICT.
5. The CITY may terminate or re-negotiate this letter of agreement at any time within written notification to the DISTRICT.
6. Any reports, information, data, memoranda, or documents in any form, electronic or otherwise, prepared or assembled by the DISTRICT under this agreement shall be the property of the CITY, even if remaining with the DISTRICT and the DISTRICT shall maintain confidentiality of such information unless specifically authorized in writing by the CITY through its Mayor or Attorney.

IN WITNESS WHEREOF the CITY and the DISTRICT have executed this Agreement this the 17th day of October, 2023

CITY: THE CITY OF STARKVILLE, MISSISSIPPI
BY: [Signature]
Lynn Spruill, Mayor

WITNESS:

[Signature]
City Clerk (SEAL)



CONSULTANT: THE GOLDEN TRIANGLE PLANNING AND DEVELOPMENT DISTRICT, INC.
BY: [Signature] WITNESS: [Signature]
Rupert L. "Rudy" Johnson, Executive Director



MAP & ROAD REGISTER

Attachment 1

Project Title: Official Starkville City Map & Road Register

Purpose: The project will provide for a complete street registry for all streets in the city. The register will have the correct spelling, beginning and ending for all street with length and surface type. The registry will have a matching map with locator for all streets.

Project Description:

The Map & Road Register will follow the following steps:

- a. **CHECK MAP DATA FOR CONSISTENCY AND CORRECT SPELLING** – Each street in the city will be examined to make sure the beginning and ending are correct. The spelling of each street will be checked.
- b. **ROAD REGISTER CREATION** – A complete list of every road, with beginning point and ending point. The Section, township and range will be added to both along with the length and surface type.
- c. **MAP CREATION** – a map with a grid and register to show the location of each street. The Map will become the Official City street map and can be used for Ward Map, or any custom map the city might need.

Cost: \$100.00 per hour

Time Frame: 16 to 24 Hours

Additional Tasks:

Updating the database and map as new streets or changes happen in the future. It will be billed at current staff rate at the time of change for each fiscal year. The CITY will notify the DISTRICT when changes need to be made. The CITY and the DISTRICT both understand the need and importance to keep up the Official Map & Register.

Outcomes:

- (1) A complete highly accurate map of all existing city streets;
- (2) A complete listing of all streets and supporting attributes.

8. CONSIDERATION OF APPROVING CHANGE ORDER #1 IN THE AMOUNT OF \$13,500.00 FOR THE COLONIAL HILLS DRAINAGE IMPROVEMENTS PROJECT.

Upon the motion of Alderman Rupp, duly seconded by Alderman Brooks, and adopted by the Board to approve the October 17, 2023 Official Agenda, and to accept items for consent, whereby the “approval of Change Order #1 in the amount of \$13,500.00 for the Colonial Hills Drainage Improvements Project” is enumerated, this consent item is thereby approved. The Change Order follows this page.

9. CONSIDERATION OF APPROVING THE LOW QUOTE FROM PONDER'S EQUIPMENT SERVICE IN THE AMOUNT OF \$21,600.00 FOR A ROTARY LIFT FOR THE STREETS AND UTILITIES DEPARTMENT MECHANIC.

Upon the motion of Alderman Rupp, duly seconded by Alderman Brooks, and adopted by the Board to approve the October 17, 2023 Official Agenda, and to accept items for consent, whereby the “approval of the low quote from Ponder's Equipment Service in the amount of \$21,600.00 for a Rotary Lift for the Streets and Utilities Department mechanic” is enumerated, this consent item is thereby approved.

Two quotes received: Ponder's Equipment Service - \$21,600.00 and Automotive Equipment Warehouse - \$23,343.95

10. CONSIDERATION OF 2023 MUNICIPAL COMPLIANCE QUESTIONNAIRE.

Upon the motion of Alderman Rupp, duly seconded by Alderman Brooks, and adopted by the Board to approve the October 17, 2023 Official Agenda, and to accept items for consent, whereby the “approval of the 2023 Municipal Compliance Questionnaire” is enumerated, this consent item is thereby approved. The Questionnaire follows the Colonial Hills Change Order.

Change Order

No. 1

Date of Issuance: 10/10/23

Effective Date: 10/18/23

Project: Colonial Hills Drainage Improvements	Owner: City of Starkville	Owner's Contract No.: 18028
Contract: Colonial Hills Drainage Improvements	Date of Contract: 09/27/23	
Contractor: Burns Dirt Construction, Inc.	Engineer's Project No.: 18028	

The Contract Documents are modified as follows upon execution of this Change Order:

Description:

Sewer line casing

Reason for Change Order: An unknown sewer line was found crossing the proposed ditch. This change order is to add 30 linear foot of sewer line casing to protect the existing sewer during and after ditch construction.

Attachments (list documents supporting change):

Drawing C3.0 Rev 1

CHANGE IN CONTRACT PRICE:

Original Estimated Contract Price:

\$221,720.02

Increase from previously approved Contract to No. 1:

\$0.00

Contract Price prior to this Change Order:

\$221,720.02

Increase of this Change Order:

\$13,500.00

Contract Price incorporating Change Order:

\$235,220.02

CHANGE IN CONTRACT TIMES:

Original Contract Times: ☐ Working days ☒ Calendar days

Substantial completion (days or date): 60

Ready for final payment (days or date): 60

Increase from previously approved Change Orders to No. 1:

Substantial completion (days): 0

Ready for final payment (days): 0

Contract Times prior to this Change Order:

Substantial completion (days or date): 5

Ready for final payment (days or date): 5

Increase of this Change Order:

Substantial completion (days or date): 0

Ready for final payment (days or date): 0

Contract Times with all approved Change Orders:

Substantial completion (days or date): 65

Ready for final payment (days or date): 65

RECOMMENDED:

By: [Signature]
Engineer (Authorized Signature)

Date: 10/18/23

ACCEPTED:

By: [Signature]
Owner (Authorized Signature)

Date: 10-17-2023

ACCEPTED:

By: [Signature]
Contractor (Authorized Signature)

Date: 10/11/2023

Municipal Compliance Questionnaire

As part of the municipality's audit, the governing authorities of the municipality must make certain assertions with regard to legal compliance. The municipal compliance questionnaire was developed for this purpose.

The following questionnaire and related certification must be completed at the end of the municipality's fiscal year and entered into the official minutes of the governing authorities at their next regular meeting.

The governing authorities should take care to answer these questions accurately. Incorrect answers could reduce the auditor's reliance on the questionnaire responses, resulting in the need to perform additional audit procedures at added cost.

Information

Note: Due to the size of some municipalities, some of the questions may not be applicable. If so, mark N/A in answer blanks. Answers to other questions may require more than "yes" or "no," and, as a result, more information on this questionnaire may be required and/or separate work papers may be needed.

1. Name and address of municipality:
City of Starkville
110 West Main Street, Starkville MS 39759
2. List the date and population of the latest official U.S. Census or most recent official census:
2020 census – 25,997 plus 2022 annexation area – 1,324 = 27,321
3. Names, addresses and telephone numbers of officials (include elected officials, chief administrative officer, and attorney).
See Attached (Appendix A)
4. Period of time covered by this questionnaire:

From: October 1, 2022
To: September 30, 2023
5. Expiration date of current elected officials' term: June 30, 2025

MUNICIPAL COMPLIANCE QUESTIONNAIRE
Year Ended September 30, 2023

Answer All Questions: **Y** - YES, **N** - NO, **N/A** - NOT APPLICABLE

PART I - General

1. Have all ordinances been entered into the ordinance book and included in the minutes? (Section 21-13-13) ____Y____
2. Do all municipal vehicles have public license plates and proper markings? (Sections 25-1-87 and 27-19-27) ____Y____
3. Are municipal records open to the public? (Section 25-61-5) Y ____
4. Are meetings of the board open to the public? (Section 25-41-5) Y____
5. Are notices of special or recess meetings posted? (Section 25-41-13) ____Y____
5. Are all required personnel covered by appropriate surety bonds?
 - Board or council members (Sec. 21-17-5) ____Y____
 - Appointed officers and those handling money, see statutes governing the form of government (i.e., Section 21-3-5 for Code Charter) ____Y____
 - Municipal clerk (Section 21-15-38) ____Y____
 - Deputy clerk (Section 21-15-23) ____Y____
 - Chief of police (Section 21-21-1) ____Y____
 - Deputy police (Section 45-5-9) (if hired under this law) ____NA____
7. Are minutes of board meetings prepared to properly reflect the actions of the board? (Sections 21-15-17 and 21-15-19) ____Y____
8. Are minutes of board meetings signed by the mayor or majority of the board within 30 days of the meeting? (Section 21-15-33) ____Y____
9. Has the municipality complied with the nepotism law in its employment practices? (Section 25-1-53) ____Y____
10. Did all officers, employees of the municipality, or their relatives avoid any personal interest in any contracts with the municipality during their term or within one year after their terms of office or employment? (Section 25-4-105) ____Y____
11. Does the municipality contract with a Certified Public Accountant or an auditor approved by the State Auditor for its annual audit within twelve months of the end of each fiscal year? (Section 21-35-31) ____Y____

12. Has the municipality published a synopsis or notice of the annual audit within 30 days of acceptance?
(Section 21-35-31 or 21-17-19) _____Y_____

PART II - Cash and Related Records

1. Where required, is a claims docket maintained?
(Section 21-39-7) _____Y_____
2. Are all claims paid in the order of their entry in the claims docket? (Section 21-39-9) _____Y_____
3. Does the claims docket identify the claimant, claim number, amount and fund from which each warrant will be issued?
(Section 21-39-7) _____Y_____
4. Are all warrants approved by the board, signed by the mayor or majority of the board, attested to by the clerk, and bearing the municipal seal? (Section 21-39-13) _____Y_____
5. Are warrants for approved claims held until sufficient cash is available in the fund from which it is drawn?
(Section 21-39-13) _____Y_____
6. Has the municipality adopted and entered on its minutes a budget in the format prescribed by the Office of the State Auditor? (Sections 21-35-5, 21-35-7 and 21-35-9) _____Y_____
7. Does the municipality operate on a cash basis budget, except for expenditures paid within 30 days of fiscal year end or for construction in progress? (Section 21-35-23) _____Y_____
8. Has the municipality held a public hearing and published its adopted budget? (Sections 21-35-5, 27-39-203, & 27-39-205) _____Y_____
9. Has the municipality complied with legal publication requirements when budgetary changes of 10% or more are made to a department's budget? (Section 21-35-25) _____Y_____
10. If revenues are less than estimated and a deficit is anticipated, did the board revise the budget by its regular July meeting? (Section 21-35-25) _____Y_____

11. Have financial records been maintained in accordance with the chart of accounts prescribed by the State Auditor? (Section 21-35-11) _____Y_____
12. Does the municipal clerk submit to the board a monthly report of expenditures against each budget item for the preceding month and fiscal year to date and the unexpended balances of each budget item? (Section 21-35-13) _____Y_____
13. Does the board avoid approving claims and the city clerk not issue any warrants which would be in excess of budgeted amounts, except for court-ordered or emergency expenditures? (Section 21-35-17) _____Y_____
14. Has the municipality commissioned municipal depositories? (Sections 27-105-353 and 27-105-363) _____Y_____
15. Have investments of funds been restricted to those instruments authorized by law? (Section 21-33-323) _____Y_____
16. Are donations restricted to those specifically authorized by law? [Section 21-17-5 (Section 66, Miss. Constitution) -- Sections 21-19-45 through 21-19-59, etc.] _____Y_____
17. Are fixed assets properly tagged and accounted for? (Section II - Municipal Audit and Accounting Guide) _____Y_____
18. Is all travel authorized in advance and reimbursements made in accordance with Section 25-3-41? _____Y_____
19. Are all travel advances made in accordance with the State Auditor's regulations? (Section 25-3-41) _____Y_____

PART III - Purchasing and Receiving

1. Are bids solicited for purchases, when required by law (written bids and advertising)? [Section 31-7-13(b) and (c)] _____Y_____
2. Are all lowest and best bid decisions properly documented? [Section 31-7-13(d)] _____Y_____
3. Are all one-source item and emergency purchases documented on the board's minutes? [Section 31-7-13(m) and (k)] _____Y_____
4. Do all officers and employees understand and refrain from accepting gifts or kickbacks from suppliers? (Section 31-7-23) _____Y_____

PART IV - Bonds and Other Debt

1. Has the municipality complied with the percentage of taxable property limitation on bonds and other debt issued during the year? (Section 21-33-303) ___Y___
2. Has the municipality levied and collected taxes, in a sufficient amount for the retirement of general obligation debt principal and interest? (Section 21-33-87) ___Y___
3. Have the required trust funds been established for utility revenue bonds? (Section 21-27-65) ___Y___
4. Have expenditures of bond proceeds been strictly limited to the purposes for which the bonds were issued? (Section 21-33-317) ___Y___
5. Has the municipality refrained from borrowing, except where it had specific authority? (Section 21-17-5) ___Y___

PART V - Taxes and Other Receipts

1. Has the municipality adopted the county ad valorem tax rolls? (Section 27-35-167) ___Y___
2. Are interest and penalties being collected on delinquent ad valorem taxes? (Section 21-33-53) ___Y___
3. Has the municipality conducted an annual land sale for delinquent ad valorem taxes? (Section 21-33-63) ___NA___
4. Have the various ad valorem tax collections been deposited into the appropriate funds? (Separate Funds for Each Tax Levy) (Section 21-33-53) ___Y___
5. Has the increase in ad valorem taxes, if any, been limited to amounts allowed by law? (Sections 27-39-320 and 27-39-321) ___Y___
6. Are local privilege taxes collected from all businesses located within the municipality, except those exempted? (Section 27-17-5) ___Y___
7. Are transient vendor taxes collected from all transient vendors within the municipality, except those exempted? (Section 75-85-1) ___Y___
8. Is money received from the state's "Municipal Fire Protection Fund" spent only to improve municipal fire departments? (Section 83-1-37) ___Y___

9. Has the municipality levied or appropriated not less than 1/4 mill for fire protection and certified to the county it provides its own fire protection or allowed the county to levy such tax? (Sections 83-1-37 and 83-1-39) _____ Y _____
10. Are state-imposed court assessments collected and settled monthly? (Section 99-19-73, 83-39-31, etc.) _____ Y _____
11. Are all fines and forfeitures collected when due and settled immediately to the municipal treasury? (Section 21-15-21) _____ Y _____
12. Are bids solicited by advertisement or, under special circumstances, three appraisals obtained when real property is sold? (Section 21-17-1) _____ Y _____
13. Has the municipality determined the full and complete cost for solid waste for the previous fiscal year? (Section 17-17-347) _____ Y _____
14. Has the municipality published an itemized report of all revenues, costs and expenses incurred by the municipality during the immediately preceding fiscal year in operating the garbage or rubbish collection or disposal system? (Section 17-17-348) _____ Y _____
15. Has the municipality conducted an annual inventory of its assets in accordance with guidelines established by the Office of the State Auditor? (MMAAG) _____ Y _____

APPENDIX A:

<u>Position</u>	<u>Name</u>	<u>Address</u>	<u>Telephone</u>
Mayor	D. Lynn Spruill	1016 F Louisville St	662-648-9706
Alderman Ward 1	Ben Carver	107 Nathan Hale Dr	662-769-0792
Alderman Ward 2	Sandra Sistrunk	522 Chestnut Dr	662-418-4574
Alderman Ward 3	Jeffrey Rupp	108 Oakmont Road	662-364-7021
Alderman Ward 4	Mike Brooks	106 Shotts Ave	662-418-8978
Alderman Ward 5	Hamp Beatty	112 St Charles Ave	662-418-8978
Alderman Ward 6	Roy A'. Perkins	PO Box 678	662-324-7300
Alderman Ward 7	Henry Vaughn, Sr.	105 Henderson St	662-323-2004
City Attorney	Berk Huskison	Columbus, MS 39701	662-245-5134

**CITY OF
STARKVILLE, MS**

Certification to Municipal Compliance Questionnaire

Year Ended September 30, 2023

We have reviewed all questions and responses as contained in this Municipal Compliance Questionnaire for the Municipality of Starkville, MS and, to the best of our knowledge and belief, all responses are accurate.

(City Clerk's Signature)

(Mayor's Signature)

(Date)

(Date)

Minute Book References:

Book Number _____

Page _____

(Clerk is to enter minute book references when questionnaire is accepted by board.)

11. CONSIDERATION OF FINAL FISCAL YEAR 2023 BUDGET ADJUSTMENTS.

Upon the motion of Alderman Rupp, duly seconded by Alderman Brooks, and adopted by the Board to approve the October 17, 2023 Official Agenda, and to accept items for consent, whereby the “approval of the final budget adjustments for fiscal year 2023” is enumerated, this consent item is thereby approved. The budget adjustments follow this page.

12. CONSIDERATION OF ACCEPTANCE OF SEPTEMBER FINANCIAL STATEMENTS.

Upon the motion of Alderman Rupp, duly seconded by Alderman Brooks, and adopted by the Board to approve the October 17, 2023 Official Agenda, and to accept items for consent, whereby the “acceptance of the September Financial Statements” is enumerated, this consent item is thereby approved.

13. CONSIDERATION OF THE LOWEST AND BEST BIDS RECEIVED FOR OCTOBER 1, 2023 – SEPTEMBER 30, 2024 RE-BID SECTIONS 9 & 10 SOURCE OF SUPPLY LISTING FOR THE STARKVILLE GENERAL CITY.

Upon the motion of Alderman Rupp, duly seconded by Alderman Brooks, and adopted by the Board to approve the October 17, 2023 Official Agenda, and to accept items for consent, whereby the “approval of the lowest and best bids received for October 1, 2023 – September 30, 2024 re-bid sections 9 & 10 source of supply listing for the Starkville General City” is enumerated, this consent item is thereby approved. The bids follow the budget adjustments.

14. APPROVAL FOR FIRE MARSHAL MARK MCCURDY TO TRAVEL TO VICKSBURG, MS TO ATTEND THE 2023 MFIA FALL SEMINAR IN VICKSBURG) NOVEMBER 1 -3, 2023 AT AN APPROXIMATE COST OF \$800.00.

Upon the motion of Alderman Rupp, duly seconded by Alderman Brooks, and adopted by the Board to approve the October 17, 2023 Official Agenda, and to accept items for consent, whereby the “approval for Fire Marshal Mark McCurdy to travel to Vicksburg, MS to attend the 2023 MFIA Fall Seminar – (Courtyard by Marriott - Vicksburg) on November 1 -3. 2023 at an approximate cost of \$800.00” is enumerated, this consent item is thereby approved.

15. APPROVAL TO HIRE DAVID GREENE AND OLIVIA KEETER AS CIVIL ENGINEER CO-OPS IN THE ENGINEERING DEPARTMENT.

Upon the motion of Alderman Rupp, duly seconded by Alderman Brooks, and adopted by the Board to approve the October 17, 2023 Official Agenda, and to accept items for consent, whereby the “approval to hire David Greene and Olivia Keeter as Civil Engineer Co-Ops in the Engineering Department” is enumerated, this consent item is thereby approved. These positions will be paid for actual hours worked not to exceed forty (40) hours per week at \$18.00 per hour. These positions will not be eligible for benefits, due to the candidates being students and will work alternating semesters.

16. CONSIDERATION TO HIRE WILLIAM MCCORMICK AS AN ENGINEERING ASSOCIATE IN THE STARKVILLE UTILITIES DEPARTMENT.

Upon the motion of Alderman Rupp, duly seconded by Alderman Brooks, and adopted by the Board to approve the October 17, 2023 Official Agenda, and to accept items for consent, whereby the “approval to hire William McCormick as an Engineering Associate in the Starkville Utilities Department” is enumerated, this consent item is thereby approved.

City of Starkville
Budget Adjustments
October 17, 2023

Fund 001 - General Fund

Account	Description	Debit	Credit
001-110-501-200	Supplies - Court	500.00	
001-110-604-330	Postage / Communication - Court	750.00	
001-110-918-805	Equip & Software - Court		1,250.00
001-111-604-330	Communications - Youth Court	175.00	
001-120-501-200	Supplies - Mayors Office	100.00	
001-120-691-550	Misc Expenses / Advertising - Mayors Office		100.00
001-123-501-200	Supplies - IT	125.00	
001-123-620-370	Insurance - IT	2,500.00	
001-123-491-135	Workers' Compensation - IT		1,000.00
001-123-918-807	Phone System - IT		800.00
001-180-501-200	Supplies and Equipment - HR	325.00	
001-180-691-505	Personnel / Kronos System - HR	1,800.00	
001-180-480-133	Hospital Insurance - HR		1,825.00
001-192-630-403	Repairs to Building & Equipment - General Govern Bldg	5,750.00	
001-192-510-220	Supplies - General Govern Bldg & Plant		500.00
001-197-502-201	Software & Reference Material - Engineering	600.00	
001-197-600-308	Engineering Services - Engineering		600.00
001-201-604-330	Phones/Fax/Copiers/Communications - Police	17,000.00	
001-201-625-380	Utilities - Police	11,000.00	
001-201-915-809	New Vehicles - Police	1,000.00	
001-201-480-133	Hospital Insurance - Police		14,000.00
001-201-420-103	Officer Payroll		74,100.00
001-201-820-874	Prin/Interest - Vehicles	74,100.00	
001-201-525-231	Gas & Oil - Police		15,000.00
001-245-501-200	Supplies & Uniforms - Dispatch	300.00	
001-245-440-108	Part Time / Temporary - Dispatch		300.00
001-261-630-360	Vehicle Repairs & Maintenance - Fire	19,750.00	
001-261-630-300	Professional Svcs - Fire	400.00	
001-261-740-565	Fire Station Repairs		400.00
001-261-820-876	BankFirst 2022 Durango - Fire	3,455.00	
001-261-480-133	Hospital Insurance - Fire		10,500.00
001-301-630-360	Vehicle Repairs & Maintenance - Street	9,700.00	
001-301-565-272	Streets Signs & Paint - Street		9,700.00
001-600-901-812	Municipal Building Fund - Capital Projects	8,500.00	
001-600-721-813	Traffic & Street Light Maintenance - Capital Projects		5,000.00
001-000-222-020	Building Permits - Revenue		22,755.00

Fund 015 - Airport

015-505-525-233	Jet A Fuel Purchases	17,000.00	
015-505-620-370	Insurance	2,000.00	
015-505-720-801	Capital Improvements	2,500.00	
015-505-625-380	Utilities	2,050.00	
015-000-373-647	100LL AV Gas Sold		23,550.00

Fund 022 - Sanitation

022-322-820-877	Bankfirst 2022 Kubota Tractor	2,750.00	
022-322-918-805	Machinery/Equip/Dumpsters		2,750.00

Fund 306 - 2022 Local Improvement Project Fund

306-351-911-854	J L King Field Lighting Construction	59,375.00	
306-351-600-300	Professional Services - JL King		59,375.00

Fund 313 - Spring/Hwy 12 Linkage Tap

313-653-903-851	Spring/Hwy 12 Linkage Tap Match	54,300.00	
313-000-380-801	City Match	3,333.34	
313-000-238-133	Oktibbeha County Match		28,816.67
313-000-238-105	MSU Match		28,816.67

Fund 375 - Park and Rec Tourism

375-551-907-942	Existing Park Improvements	47,000.00	
375-000-260-084	Tourism Tax - 1%		47,000.00

Fund 700 - Stark/Hospital Road

700-300-501-200	Supplies	600.00	
700-300-600-300	Professional Services		600.00



Starkville Utilities – Electric Division
Budget Year 2023 (10/2022-9/2023) Amendment

	Current Budget	Amendments	Amended Budget
<u>Revenues</u>			
100 Electric Sales	\$ 41,425,000		\$ 41,425,000
110 Forfeited Customer Discounts	250,000		250,000
111 Misc. Service Revenue	250,000		250,000
112 Interest Income	15,000	71,000	86,000
120 Rent from Electric Property	315,000		315,000
130 Water Sewer Reimbursement	1,000,000		1,000,000
131 Sanitation Reimbursement	75,000		75,000
132 City Reimbursement for Lights	10,000		10,000
Other Revenue	\$ 1,915,000	71,000	\$ 1,986,000
Total Revenue	\$ 43,340,000	71,000	\$ 43,411,000

Expenses

150 Purchased Power Expense	\$ 32,800,000		\$ 32,800,000
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Payroll Expenses

200 Employee Salaries	\$ 2,107,300		\$ 2,107,300
201 Employee Overtime	120,000		120,000
202 Employer Contributions - State Retirement	387,550	-	387,550
203 Employer Contributions - Social Security	170,388	-	170,388
204 Employer Contributions - Group Insurance	185,000		185,000
205 Payroll Expense from Other Departments	65,000		65,000
Total Payroll Expenses	\$ 3,035,239	-	\$ 3,035,239

Operating Expenses

300 City Administrative Cost Reimbursement	\$ 140,000	30,500	\$ 170,500
302 Billing Services	325,000		325,000
303 Contract Services	485,000	120,000	605,000
305 Insurance	250,000		250,000
306 Communications	90,000		90,000
307 Office Supplies	70,000	40,000	110,000
308 Safety Supplies	25,000		25,000
309 Uniforms	30,000	22,000	52,000
310 Utilities	15,000		15,000
311 Travel & Training	45,000		45,000
312 Dues	50,000	50,000	100,000
314 Collection & Bank Fees	15,000	25,000	40,000
315 Postage	8,000		8,000
316 Advertising	6,000		6,000
318 Miscellaneous	10,000		10,000
Total Operating Expenses	\$ 1,564,000	287,500	\$ 1,851,500



Starkville Utilities – Electric Division
Budget Year 2023 (10/2022-9/2023) Amendment

		Current Budget	Amendments	Amended Budget
	<u>Maintenance Expense</u>			
400	Expensed Materials & Supplies	\$ 280,000		\$ 280,000
401	ROW Clearing	370,000		370,000
403	Gas & Fuel Expense	180,000		180,000
404	Equipment Repairs & Maintenance	200,000		200,000
405	Substation Repairs & Supplies	40,000	40,000	80,000
406	Building Repairs & Maintenance	50,000	110,000	160,000
407	General Maintenance	50,000		50,000
	Total Maintenance Expenses	\$ 1,170,000	150,000	\$ 1,320,000
	<u>Capital Expense</u>			
500	Capitalized Materials & Supplies	\$ 1,200,000		\$ 1,200,000
501	Asset Purchases - Building & Grounds	25,000	(25,000)	-
502	Asset Purchases - Equipment & Vehicles	1,003,097		1,003,097
503	Capital Projects & Construction	911,200	(911,200)	-
	Total Capital Expenses	\$ 3,139,297	(936,200)	\$ 2,203,097
	<u>Debt Expenses</u>			
600	Interest Expense on LTD	\$ 143,775		\$ 143,775
601	Principal Paid on LTD	485,000		485,000
	Total Debt Expenses	\$ 628,775	-	\$ 628,775
700	Tax Equivalency	\$ 1,365,000		\$ 1,365,000
	Total Expenses	\$ 43,702,311	(498,700)	\$ 43,203,611
	Total Revenue Over Expenses	\$ (362,311)	569,700	\$ 207,389



Starkville Utilities – Water & Sewer Division
Budget Year 2023 (10/2022-9/2023) Amendment

		Current Budget	Amendments	Amended Budget
<u>Revenues</u>				
100	Water Sales Revenue	\$ 4,800,000		\$ 4,800,000
101	Sewer Sales Revenue	3,300,000		3,300,000
	Total Sales Revenue	\$ 8,100,000	\$ -	\$ 8,100,000
110	Forfeited Customer Discounts	100,000		100,000
111	Misc. Service Revenue	50,000		50,000
112	Interest Income	5,000	26,000	31,000
113	Tap Fees	150,000	55,000	205,000
114	Tower Lease	370,000		370,000
115	MSU Wastewater Treatment Income	1,800,000	(1,800,000)	-
116	Wastewater Revenue	40,000		40,000
117	Federal & State Grant Revenue	-	33,124	33,124
	Total Other Revenue	\$ 2,515,000	\$ (1,685,876)	\$ 829,124
	Total Revenue	\$ 10,615,000	\$ (1,685,876)	\$ 8,929,124

Expenses

Payroll Expenses

200	Employee Wages	\$ 1,217,000		\$ 1,217,000
201	Employee Overtime	120,000		120,000
202	Employer Contribution - Retirement	232,638	-	232,638
203	Employer Contribution - Social Security	102,281	-	102,281
204	Employer Contribution - Insurance	140,000		140,000
205	Payroll Expense from Other Departments	650,000		650,000
	Total Payroll Expenses	\$ 2,461,919	\$ -	\$ 2,461,919

Operating Expenses

300	City Administrative Costs	\$ 75,000		\$ 75,000
301	Rental Allocation to Electric Dept	160,000		160,000
302	Billing Services	150,000		150,000
303	Contract Services	255,000		255,000
304	Water Quality Analysis	40,000		40,000
305	Insurance	70,000		70,000
306	Communications	50,000		50,000
307	Office Supplies	20,000	10,000	30,000
309	Uniforms	20,000	10,000	30,000
310	Utilities	950,000		950,000
311	Travel & Training	10,000		10,000
312	Dues	5,000	3,000	8,000
316	Advertising	5,000		5,000
318	Miscellaneous	10,000		10,000
	Total Operating Expenses	\$ 1,820,000	\$ 23,000	\$ 1,843,000



Starkville Utilities – Water & Sewer Division
Budget Year 2023 (10/2022-9/2023) Amendment

		Current Budget	Amendments	Amended Budget
	<u>Maintenance Expense</u>			
400	Expensed Materials & Supplies	\$ 800,000		\$ 800,000
401	Chemicals	180,000		180,000
403	Gas & Fuel Expense	100,000		100,000
404	Equipment Repairs & Maintenance	400,000		400,000
405	Infrastructure Repairs & Maintenance	500,000		500,000
406	Building Repairs & Maintenance	200,000		200,000
408	Tank & Well Maintenance	80,000		80,000
409	MSU Pump Operations & Maintenance	1,000,000	(1,000,000)	-
410	Remote Pump Station Maintenance	40,000		40,000
	Total Maintenance Expenses	\$ 3,300,000	\$ (1,000,000)	\$ 2,300,000
	<u>Capital Expense</u>			
501	Asset Purchases - Building & Grounds	\$ 200,000	\$ (200,000)	\$ -
502	Asset Purchases - Equipment & Vehicles	272,000		272,000
503	Capital Projects & Construction	1,395,000	-	1,395,000
	Total Capital Expenses	\$ 1,867,000	\$ (200,000)	\$ 1,667,000
	<u>Debt Expenses</u>			
600	Interest Expense on Long-term Debt	\$ 395,168		\$ 395,168
601	Principal Paid on Long-term Debt	1,110,270		1,110,270
	Total Debt Expenses	\$ 1,505,438	\$ -	\$ 1,505,438
	Total Expenses	\$ 10,954,357	\$ (1,177,000)	\$ 9,777,357
	Total Revenues Over Expenses	\$ (339,357)	\$ (508,876)	\$ (848,233)

PUBLIC WORKS: STREETS

Section 9: fill material, Delivered	NUNLEY TRUCKING	RONNIE JONES	CROSS-WAY TRUCKING		
Clay gravel					
Ton/Cu yard	NA/\$32.00	NA/\$22.00	NA/NA		
Washed gravel					
Ton/Cu yard	\$47.50/NA	\$35.00/NA	NA/NA		
Pea gravel					
Ton/Cu yard	\$48.50/NA	\$35.00/NA	NA/NA		
Road gravel					
Ton/Cu yard	NA/NA	\$35.00/NA	NA/NA		
Fill soil					
Ton/Cu yard	NA/NA	NA/\$27.00	NA/NA		
Top soil					
Ton/Cu yard	NA/NA	NA/\$32.00	NA/NA		
Fill dirt (select)					
Ton/Cu yard	NA/NA	NA/\$21.50	NA/NA		
River sand					
Ton/Cu yard	NA/NA	NA/\$22.00	NA/NA		
MDOT Class C Bedding Material					
Ton/Cu yard	NA/NA	NA/\$22.00	NA/NA		
Fill dirt (local pit, select, loaded, & hauled by city personnel					
Ton/Cu yard	NA/NA	NA/NA	NA/NA		
Crushed Limestone #5					

Ton/Cu yard	\$47.50/NA	\$49.00/NA	NA/NA		
Crushed Limestone #6					
Ton/Cu yard	\$47.50/NA	\$49.00/NA	\$42.00/NA		
Crushed Limestone #7					
Ton/Cu yard	\$45.50/NA	\$51.00/NA	\$45.00/NA		
Crushed Limestone #9					
Ton/Cu yard	\$46.50/NA	\$54.00/NA	NA/NA		

Crushed Limestone #610					
Ton/Cu yard	\$39.85/NA	\$48.00/NA	\$40.00/NA		
Rip Rap-size 100 lb					
Ton/Cu yard	\$46.50/NA	\$58.00/NA	\$47.00/NA		
Rip Rap-size 200 lb					
Ton/Cu yard	\$46.50/NA	\$58.00/NA	\$47.00/NA		
Crushed Concrete (#610 Gradation)					
Ton/Cu yard	NA/NA	\$38.00/NA	NA/NA		
Section 10: concrete, delivered					
3000 psi w/fiber					
Cu. Yd	NA	NA	NA		
3500 psi w/fiber					
Cu. Yd	NA	NA	NA		
4000 psi w/fiber					
Cu. Yd	NA	NA	NA		

End of section: Street Department

17. CONSIDERATION TO HIRE DARIAN KING AS A SEASONAL SANITATION WORKER IN THE SANITATION & ENVIRONMENTAL SERVICES DEPARTMENT.

Upon the motion of Alderman Rupp, duly seconded by Alderman Brooks, and adopted by the Board to approve the October 17, 2023 Official Agenda, and to accept items for consent, whereby the “approval to hire Darian King as a seasonal Sanitation Worker” is enumerated, this consent item is thereby approved.

18. CONSIDERATION TO HIRE CHASE NAYLOR AND SHUAN SERAFINE AS TEMPORARY FULL-TIME EMPLOYEES IN THE STARKVILLE UTILITIES DEPARTMENT.

Upon the motion of Alderman Rupp, duly seconded by Alderman Brooks, and adopted by the Board to approve the October 17, 2023 Official Agenda, and to accept items for consent, whereby the “approval to hire James Hollingsworth and William Turner as Temporary Full Time Certified Firefighters” is enumerated, this consent item is thereby approved.

19. CONSIDERATION TO HIRE JAMES HOLLINGSWORTH AND WILLIAM TURNER AS TEMPORARY FULL TIME CERTIFIED FIREFIGHTERS.

Upon the motion of Alderman Rupp, duly seconded by Alderman Brooks, and adopted by the Board to approve the October 17, 2023 Official Agenda, and to accept items for consent, whereby the “approval to hire James Hollingsworth and William Turner as Temporary Full Time Certified Firefighters” is enumerated, this consent item is thereby approved.

20. CONSIDERATION OF THE DISCIPLINE RECOMMENDED BY SANITATION DIRECTOR CHRIS SMILEY AS A RESULT OF A DISCIPLINARY ISSUE FOR TWO SANITATION WORKERS.

Upon the motion of Alderman Rupp, duly seconded by Alderman Brooks, and adopted by the Board to approve the October 17, 2023 Official Agenda, and to accept items for consent, whereby the “approval of the discipline recommended by Sanitation Director Chris Smiley as a result of disciplinary issues for two Sanitation employees” is enumerated, this consent item is thereby approved.

21. CONSIDERATION OF THE DISCIPLINE RECOMMENDED BY MUNICIPAL COURT CLERK MONICA LAIRY AS A RESULT OF DISCIPLINARY ISSUES FOR A MUNICIPAL COURT EMPLOYEE.

Upon the motion of Alderman Rupp, duly seconded by Alderman Brooks, and adopted by the Board to approve the October 17, 2023 Official Agenda, and to accept items for consent, whereby the “approval of the discipline recommended by Municipal Court Clerk Monica Lairy as a result of disciplinary issues for a Municipal Court employee” is enumerated, this consent item is thereby approved.

22. CONSIDERATION OF ADDING THE WEATHER ALERT MODULE TO THE STARKVILLE ALERT SYSTEM.

Upon the motion of Alderman Rupp, duly seconded by Alderman Brooks, and adopted by the Board to approve the October 17, 2023 Official Agenda, and to accept items for consent, whereby the “approval of adding NOAA weather alerts to the Starkville Alerts mass communication system for the first-year prorated price of \$1,100.16 and yearly price of \$2,500.00 going forward” is enumerated, this consent item is thereby approved.

23. CONSIDERATION TO ENTER INTO A CONTRACT WITH ENTERPRISE FLEET MANAGEMENT, THE SOLE BID, TO LEASE 17 VEHICLES FOR A TOTAL 1-TIME EQUIPMENT COST OF \$85,418.07, PLUS A TOTAL ANNUAL VEHICLE COST OF \$196,866.60 EQUALING A 1-YEAR COST OF \$282,284.67 WITH COST TO BE OFFSET WITH SALE OF EXISTING VEHICLES.

Upon the motion of Alderman Rupp, duly seconded by Alderman Brooks, and adopted by the Board to approve the October 17, 2023 Official Agenda, and to accept items for consent, whereby the “approval to enter into a contract, of the sole bid by Enterprise Fleet Management, to lease 17 vehicles for a total 1-time equipment cost of \$85,418.07, plus a total annual vehicle cost of \$196,866.60 equaling a 1-year cost of \$282,284.67 with cost to be offset with sale of existing vehicles” is enumerated, this consent item is thereby approved.

17 vehicles: (6) 2023 Dodge Durango (Pursuit) / 4 year lease
(4) 2023 Dodge Durango (Admin) / 4 year lease
(5) 2023 Dodge Charger (Pursuit) / 4 year lease
(2) 2024 RAM 1500 4x4 / 3 year lease

24. CONSIDERATION TO ACCEPT THE FY24 MISSISSIPPI DEPARTMENT OF HOMELAND SECURITY 100% REIMBURSABLE GRANT A23LE347 IN THE AMOUNT OF \$30,000 AND TO PURCHASE 3 LICENSE PLATE READERS AND WARRANTIES AS SOLE SOURCE ITEMS IN THAT THEY ARE THE SAME L6Q CAMERAS WITH THE SAME DEALER (AMERICAN INTEGRATION) AS EXISTING POLICE EQUIPMENT.

Upon the motion of Alderman Rupp, duly seconded by Alderman Brooks, and adopted by the Board to approve the October 17, 2023 Official Agenda, and to accept items for consent, whereby the “approval to accept the FY24 Mississippi Department of Homeland Security 100% Reimbursable Grant A23LE347 in the amount of \$30,000 and to purchase 3 license plate readers and warranties as sole source items in that they are the same L6Q cameras with the same dealer (American Integration) as existing police equipment” is enumerated, this consent item is thereby approved.

25. CONSIDERATION TO ACCEPT AND ENTER INTO A GRANT AGREEMENT WITH THE MISSISSIPPI DEPARTMENT OF PUBLIC SAFETY, JUSTICE ASSISTANCE FOR A 100% REIMBURSABLE GRANT IN THE AMOUNT OF \$25,000.00 IN OVERTIME AND \$30,795.00 FOR THE LICENSE RENEWAL OF GRAYKEY DIGITAL FORENSIC MOBILE DATA SOFTWARE AND EQUIPMENT.

Upon the motion of Alderman Rupp, duly seconded by Alderman Brooks, and adopted by the Board to approve the October 17, 2023 Official Agenda, and to accept items for consent, whereby the “approval to accept and enter into a grant agreement with the Mississippi Department of Public Safety, Justice Assistance for a 100% reimbursable grant in the amount of \$25,000.00 in overtime and \$30,795.00 for the license renewal of GrayKey digital forensic mobile data software and equipment” is enumerated, this consent item is thereby approved.

26. CONSIDERATION TO ADVERTISE FOR SOURCE OF SUPPLY BIDS FOR THE ELECTRIC AND WATER DIVISIONS OF STARKVILLE UTILITIES, WITH THE INTENT OF AWARDING THE SOURCE OF SUPPLY CONTRACTS FOR JANUARY 1, 2024 THROUGH JUNE 30, 2024.

Upon the motion of Alderman Rupp, duly seconded by Alderman Brooks, and adopted by the Board to approve the October 17, 2023 Official Agenda, and to accept items for consent, whereby the “approval to advertise for Source of Supply bids for the Electric and Water Divisions of Starkville Utilities, with the intent of awarding the Source of Supply contracts for January 1, 2024 through June 30, 2024” is enumerated, this consent item is thereby approved.

27. CONSIDERATION TO DECLARE THE 2005 GMC C15 (LAST 4 VIN: 4727) AS SURPLUS AND SELL ON GOVDEALS AND PURCHASE A REPLACEMENT VEHICLE (2023 F250 SERVICE TRUCK) FROM AUTONATION FORD, WHO PROVIDED THE LOWEST QUOTE OF \$63,945.00.

Upon the motion of Alderman Rupp, duly seconded by Alderman Brooks, and adopted by the Board to approve the October 17, 2023 Official Agenda, and to accept items for consent, whereby the “approval to declare the 2005 GMC C15 (last 4 VIN: 4727) as surplus and sell on GovDeals and purchase a replacement vehicle (2023 F250 Service Truck) from AutoNation Ford, who provided the lowest quote of \$63,945.00” is enumerated, this consent item is thereby approved.

Two quotes: AutoNation Ford - \$63,945 and Parks Ford - \$66,288

28. CONSIDERATION TO APPROVE THE LOW QUOTE FROM BIRMINGHAM ALTEC FOR REPAIRS TO THE SERVICE CREW BUCKET TRUCK FOR THE ELECTRIC DIVISION IN THE AMOUNT OF \$20,469.08 AND AUTHORIZATION TO RENT A SIMILAR TRUCK FROM GLOBAL RENTAL CO., INCE ON A MONTHLY BASIS AT A RATE OF \$3,200.00 PER MONTH WHILE THE REPAIRS ARE BEING PERFORMED.

Upon the motion of Alderman Rupp, duly seconded by Alderman Brooks, and adopted by the Board to approve the October 17, 2023 Official Agenda, and to accept items for consent, whereby the “approval of the low quote from Birmingham Altec for repairs to the Service crew bucket truck for the Electric Division in the amount of \$20,469.08 and authorization to rent a similar truck from Global Rental Co., Ince on a monthly basis at a rate of \$3,200 per month while the repairs are being performed” is enumerated, this consent item is thereby approved.

Two quotes: Altec- Birmingham: \$20,469.08 and Altec – Conway: \$20,921.05

ANNOUNCEMENTS AND COMMENTS:

MAYOR'S COMMENTS:

Mayor Spruill introduced the following new Utilities employees: Josh McNeill, Misty Clement, Earlene Malone, John Raspberry and Hellenthal Ash as well as Stacy Cobbins, Human Resources Generalist.

She then thanked everyone that attended and assisted with the Grand Opening and Ribbon Cutting of Cornerstone Park on Friday, October 13, 2023 and invited everyone to Bulldog Bash October 20, 2023.

BOARD OF ALDERMEN COMMENTS:

Alderman Carver thanked Kennedy Neal and others who volunteer for service to the community. He also congratulated Jeffrey Rupp's daughter for winning the MML Scholarship and representing Starkville well.

Alderman Rupp invited everyone to PumpkinPoolooza on October 26 and encouraged all to enter a pumpkin in the Tallegourd 500 race.

CITIZEN COMMENTS:

Alvin Turner, Ward 7, stated he had obtained a list of the November voting precincts from the Oktibbeha Circuit Clerk office and would share with anyone that wanted it. He also reminded everyone that the time changes November 4, 2023.

PUBLIC APPEARANCE: None

PUBLIC HEARING: None

29. CONSIDERATION OF THE CITY OF STARKVILLE CLAIMS DOCKET

Upon the motion of Alderman Brooks, duly seconded by Alderman Beatty, to approve the City of Starkville Claims Docket for all departments including Starkville Utilities, as of September 30, 2023 for fiscal year ending 9/30/23 and as of October 10, 2023 for Fiscal Year ending 9/30/24, acknowledging that the City Clerk has attested and certified on the cover of the claims docket that all claims on the docket are true, accurate, lawful and proper to the best of her knowledge, for payment pursuant to her duties under Miss. Code Sections 21-39-5, 21-39-7, 21-39-9, 21-39-17 and 21-15-21. The Board voted as follows:

Alderman Ben Carver	Voted: Yea
Alderman Sandra Sistrunk	Voted: Yea
Alderman Jeffrey Rupp	Voted: Yea
Alderman Mike Brooks	Voted: Yea
Alderman Hamp Beatty	Voted: Yea
Alderman Roy A'. Perkins	Voted: Nay
Alderman Henry Vaughn, Sr.	Voted: Nay

Having received a majority affirmative vote, the Mayor declared the motion passed.

Fiscal Year 23:

General Fund	001	\$ 247,370.80
Airport Fund	015	79,471.99
Airport Restricted	016	83,693.26
Sanitation	022	32,709.33
2022 Local Improvements Fund	306	59,375.00
American Relief Fund	309	210,130.77
Parks Capital Project Fund (2023)	312	554.38

Park and Rec Tourism	375	50,925.00
Park Bonds 2020	380	18,968.80
Payroll	681	7,419.49
Total Claims	Total	\$ 790,618.82

Fiscal Year 24:

General Fund	001	\$ 357,066.57
Airport Fund	015	70,410.71
Sanitation	022	39,597.15
Debt Service Fund	200	256,987.71
Industrial Park Bond	303	13,200.00
Parks Capital Project Fund (2023)	312	118,543.00
Park and Rec Tourism	375	35,000.00
Stark/Hospital Road	700	25,657.00
Sub Total Before Utilities		\$ 926,462.14
Utilities Dept.	SED	775,166.00
Total Claims	Total	\$ 1,701,628.14

30. A MOTION TO ENTER INTO A CLOSED SESSION TO DETERMINE IF THERE IS PROPER CAUSE FOR EXECUTIVE SESSION.

There came for consideration the matter of entering a closed session to determine if there is a proper cause for executive session. Upon the motion of Alderman Sistrunk, seconded by Alderman Rupp, to enter into a Closed Session to determine if there is proper cause for Executive Session, the Board voted as follows:

Alderman Ben Carver	Voted: Yea
Alderman Sandra Sistrunk	Voted: Yea
Alderman Jeffrey Rupp	Voted: Yea
Alderman Mike Brooks	Voted: Yea
Alderman Hamp Beatty	Voted: Yea
Alderman Roy A'. Perkins	Voted: Yea
Alderman Henry Vaughn, Sr.	Voted: Yea

Having received a majority affirmative vote, the Mayor declared the motion passed.
The Board entered closed session.

31. CONSIDERATION OF A MOTION TO RETURN TO OPEN SESSION.

Alderman Vaughn offered a motion to return to open session. Alderman Rupp seconded the motion and the Board voted as follows to return to open session:

Alderman Ben Carver	Voted: Yea
Alderman Sandra Sistrunk	Voted: Yea
Alderman Jeffrey Rupp	Voted: Yea
Alderman Mike Brooks	Voted: Yea
Alderman Hamp Beatty	Voted: Yea
Alderman Roy A'. Perkins	Voted: Yea
Alderman Henry Vaughn, Sr.	Voted: Yea

Having received a majority affirmative vote, the Mayor declared the motion passed.
The Mayor invited the public back in and then announced that the Board had decided not to go into Executive Session.

32. MOTION TO ADJOURN UNTIL NOVEMBER 7, 2023 @ 5:30 IN THE COURT ROOM AT 110 WEST MAIN STREET.

Upon the motion of Alderman Beatty, duly seconded by Alderman Vaughn, for the Board of Aldermen to adjourn the meeting until November 7, 2023 @ 5:30 at 110 West Main Street in the Court Room of City Hall, the Board voted as follows:

Alderman Ben Carver	Voted: Yea
Alderman Sandra Sistrunk	Voted: Yea
Alderman Jeffrey Rupp	Voted: Yea
Alderman Mike Brooks	Voted: Yea
Alderman Hamp Beatty	Voted: Yea
Alderman Roy A'. Perkins	Voted: Yea
Alderman Henry Vaughn, Sr.	Voted: Yea

Having received a majority affirmative vote, Mayor Spruill declared the motion passed.

SIGNED AND SEALED THIS THE 7th DAY OF NOVEMBER, 2023.

Attest:

D. LYNN SPRUILL, MAYOR

LESA HARDIN, CITY CLERK