

CITY OF FLOWOOD
REGULAR MEETING OF THE MAYOR AND BOARD OF ALDERMEN OF THE CITY
OF FLOWOOD, RANKIN COUNTY, MISSISSIPPI
Held August 5, 2024
6:30 P.M.

BE IT REMEMBERED that the Mayor and Board of Aldermen of the City of Flowood met at their regular meeting place on August 5, 2024, at 6:30 P.M.

The following members were present: Mayor Gary Rhoads, Alderman Deron Harmon, Alderman Kathy Smith, Alderman Seth Robbins, Alderman Kirk McDaniel, and City Clerk Josh Carlisle.

OTHERS PRESENT: Rusty Fortenberry, Paul Forster, Jeffrey Welborn, Tamela Bowers, Daniel Lang and Eric Zetterholm. Also, see the attached list.

The Meeting was called to order by Mayor Rhoads.

The invocation was given by Alderman Seth Robbins.

Item # 1 – Approval of Consent Agenda Items – See list attached.

- A. Approval and/or Corrections of the minutes of the Board meeting for July 15, 2024.
- B. Approval of General Claims Dockets and Supplemental Claim Dockets and Paid Claims Docket.
- C. Approval of the Refuge Golf Course Claim Docket.
- D. Approval of the ARPA Storm Drainage Improvements Claims Docket.
- E. Approval of the Water Well Improvements Claims Docket.
- F. Approval of the FY 2024 Road Projects Claims Docket.
- G. Approval of the LPA Multi-use Trail Projects Claims Docket.
- H. Approval of the Liberty Park Improvements Claims Docket.
- I. Approval of the Adams Street Park Improvements Claims Docket.
- J. Approval of the Castlewood's Tank Improvements Claims Docket.
- K. Approval of Resolution of the Mayor and Board of Aldermen of the City of Flowood, Mississippi approving a service company to remove damaged and dead trees.
- L. Approval of Resolution of the Mayor and Board of Aldermen of the City of Flowood, Mississippi approving and ratifying the conveyance of the West Rankin Parkway right of way to the Mississippi Transportation Commission, and for related purposes.
- M. Ratification of the transfer of Lt. Joshua Hobock from support services to detective in the criminal investigations division at the same rate of pay.
- N. Authorization and acceptance of the FY 2025 402 Police Traffic Services Grant in the amount of \$158,574.00 from the Mississippi Office of Highway Safety.
- O. Consideration to initiate the project activation request for the Hugh Ward Blvd. at Manship Road New Traffic Signal with Geometric Improvements Surface Transportation Fund (STP) Project, administered through the MPO, and authorize the mayor to execute all related documents.

A motion was made by Alderman Smith to approve the above consent agenda items (copies attached). This motion was seconded by Alderman Robbins and received unanimous approval from all Board members present.

Item # 2 – Jeffrey Welborn – Fire Chief

- A. Personnel Recommendation – Private II Step 1 (Jay-Mere E. Ellis)

Jeffrey Welborn recommended hiring Jay-Mere E. Ellis in a Private II Step 1 position. A motion was made by Alderman Harmon to hire Jay-Mere E. Ellis in a Private II Step 1 position. This motion was seconded by Alderman Smith and received unanimous approval from all Board Members present.

Item # 3 – Eric Zetterholm – Police Chief

A. Personnel Recommendation – Promotion of Jason Johns to Captain Step 12+

Eric Zetterholm recommended promoting Jason Johns to Captain Step 12+. A motion was made by Alderman Smith to promote Jason Johns to Captain Step 12+. This motion was seconded by Alderman Harmon and received unanimous approval from all Board Members present.

B. Personnel Recommendation – Patrol Division, Step 3 (Victor Urbina)

Eric Zetterholm recommended hiring Victor Urbina in a Patrol Division, Step 3 position. A motion was made by Alderman McDaniel to hire Victor Urbina in a Patrol Division, Step 3 position. This motion was seconded by Alderman Harmon and received unanimous approval from all Board Members present.

C. Personnel Recommendation – Patrol Division, Step 8 (Barry Stingley, Jr.)

Eric Zetterholm recommended hiring Barry Stingley, Jr. in a Patrol Division, Step 8 position. A motion was made by Alderman Robbins to hire Barry Stingley, Jr. in a Patrol Division, Step 8 position. This motion was seconded by Alderman Smith and received unanimous approval from all Board Members present.

D. Personnel Recommendation – CID Division, Step 8 (Bradford Chisholm)

Eric Zetterholm recommended hiring Bradford Chisholm in a CID Division, Step 8 position. A motion was made by Alderman Smith to hire Bradford Chisholm in a CID Division, Step 8 position. This motion was seconded by Alderman Harmon and received unanimous approval from all Board Members present.

Item # 4 – Josh Carlisle – City Clerk

A. Personnel Recommendation – Billing Clerk Step 5 (Regina Parker)

Josh Carlisle recommended hiring Regina Parker in a Billing Clerk Step 5 position. A motion was made by Alderman Smith to hire Regina Parker in a Billing Clerk Step 5 position. This motion was seconded by Alderman Harmon and received unanimous approval from all Board Members present.

Item # 5 – Paul Forster – Director of Engineering

A. Award Term Bids for Asphalt Paving and related items

Paul Forster presented and recommended awarding the term bids for asphalt paving and related items (copy attached). A motion was made by Alderman McDaniel to award the term bids for asphalt paving and related items as shown on the attached copy. This motion was seconded by Alderman Robbins and received unanimous approval from all Board Members present.

B. Approval of a professional service agreement between Benchmark Engineering and the City of Flowood not to exceed \$87,000.00 for the design of a new signal and geometric intersection improvements for Hugh Ward Blvd. and Manship Road

Paul Forster presented and recommended approval of a professional service agreement between Benchmark Engineering and the City of Flowood not to exceed \$87,000.00 for the design of a new signal and geometric intersection improvements for Hugh Ward Blvd and Manship Road (copy attached). A motion was made by Alderman Robbins to approve the professional service agreement between Benchmark Engineering and the City of Flowood not to exceed \$87,000.00 for the design of a new signal and geometric intersection improvements for Hugh Ward Blvd and Manship Road. This motion was seconded by Alderman McDaniel and received unanimous approval from all Board Members present.

Item # 6 – Consideration of the Grievance filed by Flowood Police Department Employee #10-118

A motion was made by Alderman Harmon to enter a closed session to request a determination whether, and if so, to enter executive session. Individuals present at the meeting exited the room. The Mayor and Board entered a closed session for a preliminary determination whether to enter executive session. After consideration, Alderman McDaniel seconded the motion to enter executive session to hear the grievance filed by Police Department Employee #10-118. The motion received unanimous approval from all Board members present.

Rusty Fortenberry announced to the public that the purpose of the executive session was to consider a personnel grievance filed by Employee #10-118. Josh Carlisle, Rusty Fortenberry, Police Chief Eric Zetterholm, Employee #10-118, and her uncle, Maurice Sutton remained in the executive session. The personnel file for Employee #10-118 and Employee #239 were made available to the Mayor and Board of Aldermen and those files are incorporated herein in their entirety by reference. After consideration of the personnel files, discussion, and questions between those present, a motion was made by Alderman McDaniel to exit the executive session. This motion was seconded by Alderman Harmon and received unanimous approval from all Board members present. The Mayor and Board exited the executive session.

Rusty Fortenberry announced to the public that a motion to exit the executive session had been made by Alderman McDaniel and that the motion was seconded by Alderman Harmon. Everyone was informed that the motion received unanimous approval from all Board members. It was also announced that no action was taken during the executive session.

Alderman McDaniel made a motion to affirm the investigation and decision to demote Employee #239; that no further action be taken; and to deny the grievance filed by Employee #10-118. This motion was seconded by Alderman Smith and received unanimous approval from all Board Members present. The Board directed that Rusty Fortenberry prepare an appropriate resolution in support of the motion for consideration and approval at the next Board meeting.

Item # 7 - Other Business

There was no other business to come before the Board.

Item # 8 - Adjourn

Alderman Harmon made a motion to adjourn the meeting. This motion was seconded by Alderman McDaniel whereupon the meeting was adjourned with the unanimous approval from all Board members present.

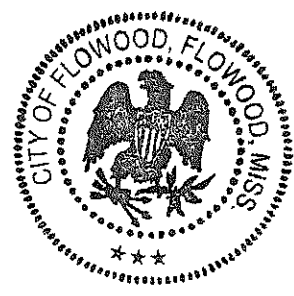


GARY RHOADS, MAYOR

ATTEST:



JOSH CARLISLE, CITY CLERK



CITY OF FLOWOOD
REGULAR MEETING OF THE MAYOR AND BOARD OF ALDERMEN OF THE CITY
OF FLOWOOD, RANKIN COUNTY, MISSISSIPPI
Held August 19, 2024
6:30 P.M.

BE IT REMEMBERED that the Mayor and Board of Aldermen of the City of Flowood met at their regular meeting place on August 19, 2024, at 6:30 P.M.

The following members were present: Mayor Gary Rhoads, Alderman Deron Harmon, Alderman Kathy Smith, Alderman Don Flynt, Alderman Seth Robbins, Alderman Kirk McDaniel, and City Clerk Josh Carlisle.

OTHERS PRESENT: Rusty Fortenberry, Tamela Bowers, Eric Zetterholm, Daniel Lang, Mike Prestage, Chris Bowers, Cory Ladner, Paul Forster, Nathan Harvell, and Jeffrey Welborn. Also, see the attached list.

The Meeting was called to order by Mayor Rhoads.

The invocation was given Alderman Kirk McDaniel.

Item # 1 – Public Hearing on the City of Flowood Fiscal Year 2025 Budgets and Millage Rate – Josh Carlisle

The prerequisites for the public hearing having been satisfied, the mayor opened the hearing and asked for those desiring to speak for or against the fiscal year 2025 Budgets and Millage Rate to speak. City Clerk, Josh Carlisle, explained the details of the Fiscal Year 2025 Budgets and Millage Rate. No one else came forward to speak. The Mayor closed the public hearing.

Item # 2 – Adopt the resolution setting the ad valorem tax levy at 20 mills for the fiscal year 2025

A motion was made by Alderman McDaniel to adopt a Resolution setting the ad valorem tax levy at 20 mills for fiscal year 2025. This motion was seconded by Alderman Harmon and received unanimous approval from all Board Members present.

Item # 3 - Approval of Consent Agenda Items – See list attached.

- A. Approval and/or Corrections of the minutes of the Board meeting for August 5, 2024.
- B. Approval of Resolution of the Mayor and Board of Aldermen of the City of Flowood, Mississippi denying the grievance filed by Employee #10-118.
- C. Approval of payment to Hartfield Booster Club in the amount of \$3,000.00 Garnet sponsorship for advertisement/promotion of the City at sporting events and in programs.
- D. Authorization for the Mayor to sign a professional services agreement with Sample and Hicks & Associates, Inc. to provide right-of-way & temporary easement acquisitions for the E. Metro Pkwy to Liberty Road multi-use path.
- E. Approval of payment to West Rankin Utility Authority in the amount of \$282,651.19 for the difference between the member project allocation and the actual project invoices through June 30, 2024.
- F. Authorization to apply for a MOSTF grant to extend Liberty Road Bike Trail at a 50/50 match.
- G. Approval of Resolution of the Mayor and Board of Aldermen of the City of Flowood, Mississippi regarding the designation of a specified unmarked police vehicle to be used by the police department.
- H. Approval of payment to the Flowood Chamber of Commerce in the amount of \$20,000.00 for the budgeted transfer.

A motion was made by Alderman Smith to approve the above consent agenda items (copies attached). This motion was seconded by Alderman Robbins and received unanimous approval from all Board members present.

Item # 4 – Jeffrey Welborn – Fire Chief

A. Personnel Recommendation – Private 2 Step 1 (William B. Wharton)

Jeffrey Welborn recommended hiring William B. Wharton in a Private 2 Step 1 position. A motion was made by Alderman Harmon to hire William B. Wharton in a Private 2 Step 1 position. This motion was seconded by Alderman Smith and received unanimous approval from all Board Members present.

Item # 5 – Eric Zetterholm – Police Chief

A. Personnel Recommendation – Promotion of Joey Hall to Lieutenant Step 12+

Eric Zetterholm recommended promoting Joey Hall to Lieutenant Step 12+. A motion was made by Alderman Robbins to promote Joey Hall to Lieutenant Step 12+. This motion was seconded by Alderman McDaniel and received unanimous approval from all Board Members present.

Item # 6 – Paul Forster – Director of Engineering

A. Approval of construction materials testing contract with Burns Cooley Dennis, Inc. for the Liberty Park Pickleball Complex – Not to exceed cost estimate of \$37,000.00

Paul Forster presented and recommended approval of the construction materials testing contract with Burns Cooley Dennis, Inc. for the Liberty Park Pickleball Complex – Not to exceed cost estimate of \$37,000.00 (copy attached). A motion was made by Alderman Harmon to approve the construction materials testing contract with Burns Cooley Dennis, Inc. for the Liberty Park Pickleball Complex – Not to exceed cost estimate of \$37,000.00. This motion was seconded by Alderman Smith and received unanimous approval from all Board Members present.

B. Approval of supplemental agreement one for the Luckney Road Multi-Use path for a change from a 30” flared end section of pipe to a 36” flared end section

Paul Forster presented and recommended approval of the supplemental agreement one for the Luckney Road Multi-Use path for a change from a 30” flared end section of pipe to a 36” flared end section (copy attached). A motion was made by Alderman Robbins to supplemental agreement one for the Luckney Road Multi-Use path for a change from a 30” flared end section of pipe to a 36” flared end section. This motion was seconded by Alderman Harmon and received unanimous approval from all Board Members present.

Item # 7 - Other Business

There was no other business to come before the Board.

Item # 8 - Adjourn

Alderman Harmon made a motion to adjourn the meeting. This motion was seconded by Alderman Flynt whereupon the meeting was adjourned with the unanimous approval from all Board members present.



GARY RHOADS, MAYOR

ATTEST:



JOSH CARLISLE, CITY CLERK

