

**CITY OF FLOWOOD**  
**REGULAR MEETING OF THE MAYOR AND BOARD OF ALDERMEN OF THE CITY**  
**OF FLOWOOD, RANKIN COUNTY, MISSISSIPPI**  
**Held January 2, 2024**  
**6:30 P.M.**

**BE IT REMEMBERED** that the Mayor Pro Tempore and Board of Aldermen of the City of Flowood met at their regular meeting place on January 2, 2024, at 6:30 P.M.

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

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

Mayor Pro Tempore Flynt reported that due to illness, he was participating in the meeting telephonically pursuant to the authority granted by MCA section 25-41-5(2). The equipment necessary to allow Mayor Pro Tempore Flynn to participate by teleconference was made available in the regular meeting place. Mayor Pro Tempore Flynt, the members of the Board of Aldermen and everyone in attendance at the regular meeting place were able to hear all deliberations and votes.

The Meeting was called to order by Mayor Pro Tempore Flynt.

The invocation was given Alderman Kirk McDaniel.

Mayor Pro Tempore Flynt requested that city attorney Rusty Fortenberry announce the agenda items during the meeting.

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

- A. Approval and/or Corrections of the minutes of the Board meeting for December 4, 2023.
- 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 and Sewer 592 Improvements Claims Docket.
- F. Approval of the Water Meter Changeout Project Claims Docket.
- G. Approval of the North Flowood Drive Improvements Claims Docket.
- H. Approval of the Library Improvements Claims Docket.
- I. Approval for the mayor to sign an offer form for the opening entertainment for the Flowood Family Festival 2024 to be held on May 11, 2024.
- J. Approval of the contract with Stagelite Entertainment, Inc. for Flowood Family Festival 2024 in the amount of \$8,000.00.
- K. Ratification of the advertisement publication for asphalt term bids.
- L. Approval of the contract with Neel-Scheffer in the amount of \$45,900.00 for architectural and engineering services for the Dexter Drive cell tower site.
- M. Approval of contract with Benchmark Engineering & Surveying, LLC for CE&I services for the Luckney Road Multi-Use path project. Contract amount not to exceed \$85,000.00.
- N. Approval of and authorization to sign the Memorandum of Understanding between the Flowood Police Department and the United States Secret Service.

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 – Eric Zetterholm – Police Chief**

## A. Personnel Recommendation – Patrolman Step 5 (Mackenzie Davis)

Police Chief Eric Zetterholm recommended hiring Mackenzie Davis in a Patrolman Step 5 position. A motion was made by Alderman Harmon to hire Mackenzie Davis in a Patrolman Step 5 position. This motion was seconded by Alderman McDaniel and received unanimous approval from all Board Members present.

**Item # 3 – Jeffrey Welborn – Fire Chief**

## A. Personnel Recommendation – Private II Step 1 (Nicholas T. Walls)

Fire Chief Jeffrey Welborn recommended hiring Nicholas T. Walls in a Private II Step 1 position. A motion was made by Alderman Harmon to hire Nicholas T. Walls in a Private II Step 1 position. This motion was seconded by Alderman Robbins and received unanimous approval from all Board Members present.

## B. Personnel Recommendation – Private II Step 4 (Daniel C. Benton)

Fire Chief Jeffrey Welborn recommended hiring Daniel C. Benton in a Private II Step 4 position. A motion was made by Alderman Smith to hire Daniel C. Benton in a Private II Step 4 position. This motion was seconded by Alderman Harmon and received unanimous approval from all Board Members present.

## C. Personnel Recommendation – Private II Step 3 (Christopher A. Bell)

Fire Chief Jeffrey Welborn recommended hiring Christopher A. Bell in a Private II Step 3 position. A motion was made by Alderman McDaniel to hire Christopher A. Bell in a Private II Step 3 position. This motion was seconded by Alderman Robbins and received unanimous approval from all Board Members present.

## D. Personnel Recommendation – Private II Step 4 (Autery Dunbar)

Fire Chief Jeffrey Welborn recommended hiring Autery Dunbar in a Private II Step 4 position. A motion was made by Alderman Harmon to hire Autery Dunbar in a Private II Step 4 position. This motion was seconded by Alderman Smith and received unanimous approval from all Board Members present.

**Item # 4 – Cory Ladner – Public Works Director**

## A. Personnel Recommendation – Water Department Laborer Step 1 (Scott Bailey)

Public Works Director Cory Ladner recommended hiring Scott Bailey Davis in a Water Department Laborer Step 1 position. A motion was made by Alderman Harmon to hire Scott Bailey in a Water Department Laborer Step 1 position. This motion was seconded by Alderman Smith and received unanimous approval from all Board Members present.

**Item # 5 - Paul Forster – Director of Engineering**

## A. Approval of the Final Plat for Lots 4A and 4B of Pine Needle Way, Phase 5 Development

Paul Forster presented and recommended approval of the Final Plat for lots 4A and 4B of Pine Needle Way, Phase 5 development (copy attached). A motion was made by Alderman Robbins to approve the Final Plat for lots 4A and 4B of Pine Needle Way, Phase 5 development. This motion was seconded by Alderman McDaniel and received unanimous approval from all Board Members present.

## B. Approval of the Final Plat for Lot 5 of Pinehurst, Phase 4 Development

Paul Forster presented and recommended approval of the Final Plat for lot 5 of Pinehurst, Phase 4 development (copy attached). A motion was made by Alderman Robbins to approve the Final Plat for lot 5 of Pinehurst, Phase 4 development. This motion was seconded by Alderman Harmon and received unanimous approval from all Board Members present.

**Item # 6 - Other Business**

There was no other business to come before the Board.

**Item # 7 - Adjourn**

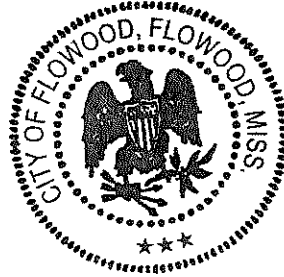
Alderman Harmon made a motion to adjourn the meeting whereupon the meeting was adjourned with the unanimous approval from all Board members present.

\*\*\*\*\*

Donald H. Flynt  
DON FLYNT, MAYOR PRO TEMPORE

ATTEST:

Josh Carlisle  
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 January 16, 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 January 16, 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, Eric Zetterholm, Paul Forster, and Shane Dubois.

Due to inclement weather, Alderman Flynt, Alderman Harmon, and Shane Dubois participated in the meeting telephonically pursuant to the authority granted by MCA section 25-41-5(2). The equipment necessary to allow those participating telephonically was made available in the regular meeting place. Everyone participating in the meeting was able to hear all the deliberations and votes.

The Meeting was called to order by Mayor Rhoads.

The invocation was given Alderman Kathy Smith.

**Item # 1 – Public hearing on the adoption of a Comprehensive Development Regulations Ordinance – Paul Forster**

The required notice of public hearing having been published; the Mayor opened the public hearing. Paul Forster presented and recommended adoption of the proposed ordinance (copy attached). The Mayor asked if anyone desired to speak for or against the proposed ordinance. No one spoke in favor of or against the proposed ordinance. The Mayor closed the public hearing.

A motion was made by Alderman McDaniel to adopt the Comprehensive Development Regulations Ordinance. The motion was seconded by Alderman Smith. The motion received unanimous approval from all Board members present.

**Item # 2 - Approval of Consent Agenda Items – See list attached.**

- A. Approval and/or Corrections of the minutes of the Board meeting for January 2, 2024.
- B. Approval of and ratification for the mayor to sign a grant and dedication of a permanent utility easement.
- C. Approval of a Resolution establishing just Compensation for the Liberty Road, LLC property and temporary construction easement for the Laurelwood Detention Project.
- D. Approval of and authorization to sign the Statement of Basis for the determination of Just Compensation for Liberty Road, LLC. property and easement.
- E. Authorization for the mayor to sign and accept deed of dedication and temporary construction easement from Liberty Road, LLC.
- F. Acceptance and authorization for the mayor to sign the deed of dedication for Canebrake Blvd. from Old Pearl Farms, LLC.
- G. Approval of Memorandum of Understanding between the Federal Bureau of Investigation Child Exploitation and Human Trafficking Task Force and the Flowood Police Department.
- H. Approval of the professional services agreement between the City of Flowood and Benchmark Engineering & Surveying, LLC. for professional engineering & surveying services.
- I. Approval of service agreement between the City of Flowood and Quality Food Concessions for operation of the concession facilities at Liberty Park for 2024 and authorization for the Mayor and City Clerk to sign.

- J. Approval and authorization for the Mayor and City Clerk to sign engagement letter with Butler Snow to perform the fiscal year 2023 Continuing Disclosure filing.
- K. Approval of transfer of employee April White from dispatch to court services. The rate of pay remains the same.
- L. Authorization to advertise for the Laurelwood Detention Basin Project.
- M. Authorization to advertise for the Mangum Road Drainage Improvements Project.
- N. Authorization to advertise for the Treetops Blvd. and Strickland Drive Connector Road Project.
- O. Approval of the ARPA Storm Drainage Improvements Claims Docket.
- P. Approval of transfer of employee Heather Winters from Patrol to Criminal Investigative Division.
- Q. Approval of transfer of employee Colby Morgan from Patrol to Criminal Investigative Division. The rate of pay will remain the same.

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

**Item # 3 – Award bid for the City of Flowood Depository for municipal funds for the calendar years 2024 and 2025 – Josh Carlisle**

Josh Carlisle reported that the City received four bids (copies attached) for a depository for municipal funds. Mr. Carlisle recommended that all four bids be accepted. A motion was made by Alderman Smith to accept all four bids for the City of Flowood depository for municipal funds for the calendar years 2024 and 2025. The motion was seconded by Alderman Harmon and received unanimous approval from all Board Members present.

**Item # 4 - Eric Zetterholm – Police Chief**

- A. Personnel Recommendation – Court Services Step 1 (Kaylen Edmonds)

Police Chief Eric Zetterholm recommended hiring Kaylen Edmonds in a Court Services Step 1 position. A motion was made by Alderman McDaniel to hire Kaylen Edmonds in a Court Services Step 1 position. This motion was seconded by Alderman Smith and received unanimous approval from all Board Members present.

**Item # 5 - Paul Forster – Director of Engineering**

- A. Approval of change order # 1 for an increase of \$108,303.45 for the contract with Southern Rock Construction Co., LLC. for the North Flowood Drive improvements project

Paul Forster presented and recommended approval of change order # 1 for an increase of \$191,054.34 for the contract with Southern Rock Construction Co., LLC. for the North Flowood Drive improvements project (copy attached). A motion was made by Alderman Robbins to approve change order # 1 for an increase of \$108,303.45 for the contract with Southern Rock Construction Co., LLC. for the North Flowood Drive improvements project. This motion was seconded by Alderman Smith and received unanimous approval from all Board Members present.

- B. Approval of final payment in the amount of \$283,054.19 and closeout documents for the North Flowood Drive improvement project

Paul Forster presented and recommended approval of the final payment in the amount of \$283,054.19 and closeout documents for the North Flowood Drive improvement project (copies attached). A motion was made by Alderman Robbins to approve the final payment in the amount of \$283,054.19 and closeout documents for the North Flowood Drive improvement project. This motion was seconded by Alderman McDaniel and received unanimous approval from all Board Members present.

- C. Approval of change order # 1 for an increase of \$28,384.00 for the contract with Hemphill Construction Co., Inc. for the Highway 471 water & sanitary sewer improvement project

Paul Forster presented and recommended approval of change order # 1 for an increase of \$28,384.00 for the contract with Hemphill Construction Co., Inc. for the Highway 471 water &

sanitary sewer improvement project (copy attached). A motion was made by Alderman Smith to approve change order # 1 for an increase of \$28,384.00 for the contract with Hemphill Construction Co., Inc. for the Highway 471 water & sanitary sewer improvement project. This motion was seconded by Alderman Robbins and received unanimous approval from all Board Members present.

D. Approval of final payment in the amount of \$108,303.45 and closeout documents with Hemphill Construction Co., Inc. for the Highway 471 water & sanitary sewer improvements project

Paul Forster presented and recommended approval of the final payment in the amount of \$108,303.45 and closeout documents with Hemphill Construction Co., Inc. for the Highway 471 water & sanitary sewer improvements project (copies attached). A motion was made by Alderman McDaniel to approve the final payment in the amount of \$108,303.45 and closeout documents with Hemphill Construction Co., Inc. for the Highway 471 water & sanitary sewer improvements project. This motion was seconded by Alderman Robbins and received unanimous approval from all Board Members present.

**Item # 6 - Other Business**

There was no other business to come before the Board.

**Item # 7 - Adjourn**

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

\*\*\*\*\*

  
\_\_\_\_\_  
GARY RHOADS, MAYOR

ATTEST:

  
\_\_\_\_\_  
JOSH CARLISLE, CITY CLERK

