

**MINUTES OF THE REGULAR MEETING  
OF THE MAYOR AND BOARD OF ALDERMEN**

The City of Starkville, Mississippi  
May 5, 2009

Be it remembered that the Mayor and Board of Aldermen met in a Regular Meeting on May 5, 2009 at 5:30 p.m. in the Building Department of City Hall; There being present were Mayor Robert D. Camp, Rodney Lincoln Ward 2, P. C. 'Mac' McLaurin, Jr., Ward 3, Richard Corey, Ward 4, Matt Cox, Ward 5, Roy A.' Perkins, Ward 6, and Janette Self, Ward 7, Attending the Mayor and Board were Deputy City Clerk, Tammy R. Tyndall and City Attorney Rodney P. Faver. Absent was Aldermen Sumner D. Davis, III, Ward 1.

**1. AN ORDER APPROVING THE OFFICIAL AGENDA OF THE MAY 5, 2009 BOARD MEETING WITH AMENDMENTS AS FOLLOWS:**

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

REGULAR MEETING OF TUESDAY, MAY 5, 2009  
5:30 P.M., BUILDING DEPARTMENT, CITY HALL  
101 EAST LAMPKIN STREET

*\*\*\*\*ITEMS SHOWN IN ITALICS WITH AN ASTERISK HAVE BEEN ADDED, ~~DELETED~~ OR MODIFIED FROM THE ORIGINAL AGENDA.*

**I. CALL THE MEETING TO ORDER**

**II. PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE**

**III. APPROVAL OF THE OFFICIAL AGENDA**

**IV. APPROVAL OF BOARD OF ALDERMEN MINUTES**

A. CONSIDERATION OF THE APPROVAL OF THE MINUTES OF THE RECESS MEETING OF MARCH 24, 2009.

*\*\*\*\*B. CONSIDERATION OF THE APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF APRIL 7, 2009.*

**V. ANNOUNCEMENTS AND COMMENTS BY THE MAYOR AND BOARD OF ALDERMEN**

A. INTRODUCTION OF NEW EMPLOYEES: POLICE OFFICERS JOSIAH BUCKNER, KENLEY REAVES AND BROOKE MANIGOLD.

- B. FEBRUARY SALES TAX IS UP BY 16.34% OVER THE SAME TIME LAST YEAR
- C. CONGRATULATIONS TO VICE MAYOR, ROY A'. PERKINS, FOR BEING SELECTED AS AN INDUCTEE INTO THE STARKVILLE HIGH SCHOOL HALL OF THE FAMOUS.

**VI. CITIZEN COMMENTS**

**VII. PUBLIC APPEARANCES**

- A. PRESENTATION BY CHAIRMAN DAN MORELAND AND PARK DIRECTOR CLARK ROMAN OF THE QUARTERLY REPORT FOR THE PARK COMMISSION IN ACCORDANCE WITH STATE STATUTE MS CODE §21-37-37.
- B. PRESENTATION BY RAMI ACHNUT WITH A REQUEST TO EXECUTE AN ADDENDUM TO THE WASTEWATER TREATMENT AGREEMENT BETWEEN ELITE UTILITIES AND THE CITY OF STARKVILLE.

**VIII. PUBLIC HEARINGS**

**Postponed until the next meeting**

- A. ~~SECOND PUBLIC HEARING OF A PROPOSED "SIDEWALK ORDINANCE" REQUIRING AND REGULATING THE CONSTRUCTION AND MAINTENANCE OF PUBLIC SIDEWALKS IN THE CITY OF STARKVILLE, MISSISSIPPI.~~

**IX. MAYOR'S BUSINESS**

*THERE ARE NO ITEMS FOR THIS AGENDA*

**X. BOARD BUSINESS**

**Postponed until the next meeting**

- A. ~~CONSIDERATION OF A PROPOSED "SIDEWALK ORDINANCE" REQUIRING AND REGULATING THE CONSTRUCTION AND MAINTENANCE OF PUBLIC SIDEWALKS IN THE CITY OF STARKVILLE, MISSISSIPPI.~~
- B. CONSIDERATION OF MAKING APPOINTMENTS TO THE GOLDEN TRIANGLE REGIONAL AIRPORT AUTHORITY, THE PLANNING AND ZONING COMMISSION AND THE PARK AND RECREATION COMMISSION.

**Postponed until the full Board can be present**

- \*\*\*\*C. ~~CONSIDERATION OF AMENDING THE 2009 DRAINAGE IMPROVEMENT PROGRAM PHASE 1 TO INCLUDE THE CARVER DRIVE DITCH IMPROVEMENT PROJECT IN AN AMOUNT NOT TO EXCEED \$30,000 AND CONTINGENT UPON OBTAINING THE NECESSARY EASEMENTS.~~

**Postponed until the full Board can be present**

~~\*\*\*\*D. CONSIDERATION OF AUTHORIZATION TO ADVERTISE FOR BIDS FOR THE 2009 DRAINAGE IMPROVEMENT PROJECT PHASE 1.(MOVED FROM ENGINEERING, XI.F.2.)~~

## **XI. DEPARTMENT BUSINESS**

### A. AIRPORT

1. REQUEST APPROVAL OF FINAL INVOICE NO. 1190901P FROM CLEARWATER CONSULTANTS, INC. IN THE AMOUNT OF \$2,574.20 FROM THE MDOT MULTI-MODAL GRANT MM-0068-0309 FOR PROJECT DEVELOPMENT, BIDDING AND CONSTRUCTION OF IMPROVEMENTS TO GEORGE M. BRYAN FIELD.

### B. BUILDING, CODES AND PLANNING DEPARTMENT

*THERE ARE NO ITEMS FOR THIS AGENDA*

### C. OFFICE OF THE CITY CLERK

1. REQUEST APPROVAL OF THE CITY OF STARKVILLE CLAIMS DOCKET AS OF APRIL 30, 2009.
2. REPORT OF THE RECEIPTS AND EXPENDITURES FOR PERIOD ENDING MARCH 31, 2009, IN ACCORDANCE WITH § 21-35-13 OF THE MISSISSIPPI CODE OF 1972 ANNOTATED.

### D. COURTS

1. REQUEST CONSIDERATION OF AN ACCOUNTING ADJUSTMENT FOR THE COURT DIVISION OF \$121.00 DUE TO CREDIT CARD MACHINE MALFUNCTION.

### E. ELECTRIC DEPARTMENT

1. REQUEST AUTHORIZATION TO ADVERTISE FOR SOURCE OF SUPPLY FOR JULY 1 TO DECEMBER 31, 2009.
2. REQUEST AUTHORIZATION FOR KATIE GENT TO ATTEND TVPPA UTILITY ACCOUNTS CLASSIFICATION CLASS IN NASHVILLE, TENNESSEE ON MAY 6, 2009. TOTAL COST IS \$813.45.

#### **NOTE:**

**APPROVE AGREEMENTS SUBJECT TO THE CITY ATTORNEYS REVISION OF THE CONTRACT LANGUAGE TO MAKE IT STANDARD FOR CONTRACT LANGUAGE**

3. REQUEST AUTHORIZATION TO ENTER INTO A UTILITY SERVICE AGREEMENT WITH ONLINE INFORMATION SERVICES, INC. OF WINTERVILLE, NORTH CAROLINA.

**NOTE:****APPROVE AGREEMENTS SUBJECT TO THE CITY ATTORNEYS REVISION OF THE CONTRACT LANGUAGE TO MAKE IT STANDARD FOR CONTRACT LANGUAGE**

4. REQUEST AUTHORIZATION TO ENTER INTO A UTILITY COLLECTION SERVICE AGREEMENT WITH ONLINE INFORMATION SERVICES, INC. OF WINTERVILLE, NORTH CAROLINA.

**POSTPONED UNTIL NEXT MEETING**

5. ~~REQUEST BOARD AUTHORIZATION FOR THE ESTABLISHMENT OF A DEPARTMENTAL DEPOSIT POLICY TO INCLUDE A LISTING OF NEW CREDIT RATING BASED DEPOSIT AMOUNTS.~~
6. REQUEST AUTHORIZATION FOR SHANE GRANTHUM TO ATTEND TVPPA CLASS IN NASHVILLE, TENNESSEE ON MAY 20, 2009. TOTAL COST IS \$813.45.

**F. ENGINEERING AND STREETS**

1. REQUEST APPROVAL OF AND AUTHORIZATION FOR THE MAYOR TO SIGN THE CONTRACT WITH PRITCHARD ENGINEERING FOR THE SAFE ROUTES TO SCHOOLS PROJECT.
- \*\*\*\*\*2. ~~REQUEST AUTHORIZATION TO ADVERTISE FOR BIDS FOR THE 2009 DRAINAGE IMPROVEMENT PROJECT PHASE 1. MOVED TO ITEM X.D. FOR CONSIDERATION UNDER BOARD BUSINESS~~
3. REQUEST AUTHORIZATION TO USE PRITCHARD ENGINEERING AS THE ASPHALT TESTING FIRM FOR THE 2009 STREET IMPROVEMENT PROJECTS.
4. REQUEST AUTHORIZATION FOR A REVISION TO THE RESOLUTION DECLARING INTENT TO INITIATE THE ECONOMIC RECOVERY AND REINVESTMENT ACT PROJECTS.

**G. FIRE DEPARTMENT**

*THERE ARE NO ITEMS FOR THIS AGENDA*

**H. PERSONNEL**

1. REQUEST APPROVAL TO ADVERTISE TO FILL THE POSITION OF SERVICE WRITER IN THE VEHICLE MAINTENANCE DIVISION OF PUBLIC WORKS.
2. REQUEST APPROVAL TO ADVERTISE TO FILL A LABORER POSITION IN THE SANITATION DEPARTMENT.
3. REQUEST APPROVAL TO HIRE DEBORAH GASKIN TO FILL THE POSITION OF RADIO OPERATOR/RECORDS CLERK IN THE POLICE DEPARTMENT.

4. REQUEST APPROVAL TO HIRE ROSS HARRELL TO FILL THE POSITION OF OPERATOR I IN THE DRINKING WATER DIVISION OF PUBLIC WORKS.
5. REQUEST APPROVAL TO HIRE JOSEPH GODDARD AS A TEMPORARY/PART TIME EMPLOYEE IN THE STREET DEPARTMENT.
6. REQUEST APPROVAL TO ADVERTISE TO FILL THE POSITION OF ENGINEERING ASSISTANT IN THE ENGINEERING DEPARTMENT.
7. REQUEST APPROVAL TO HIRE CLAYTON MCHANN AS AN INDEPENDENT CONTRACTOR TO PERFORM THE DUTIES OF CONSTRUCTION INSPECTOR IN CONNECTION WITH THE 2009 CAPITAL IMPROVEMENT ROADWAY AND DRAINAGE PROJECTS.
8. REQUEST APPROVAL TO HIRE BYRON PALMERTREE AS A WASTEWATER TREATMENT OPERATOR IN THE WASTEWATER DIVISION OF PUBLIC WORKS.

I. POLICE DEPARTMENT

*THERE ARE NO ITEMS FOR THIS AGENDA*

J. PUBLIC SERVICES

1. REQUEST APPROVAL TO PURCHASE MATERIALS FOR THE JEFFERSON STREET FIRE MAIN PROJECT FROM H.D. SUPPLY WATERWORKS, THE SUBMITTER OF THE LOWEST QUOTE, IN THE AMOUNT OF \$9,064.97.
2. REQUEST APPROVAL TO HIRE STIDHAM CONSTRUCTION, THE LOWEST SOURCE OF SUPPLY BIDDER, TO INSTALL A NEW FIRE MAIN ON JEFFERSON STREET IN THE AMOUNT NOT TO EXCEED \$13,995.30.
3. REQUEST APPROVAL TO AUTHORIZE THE MAYOR TO EXECUTE A SALE AND TRANSFER AGREEMENT WITH TRIM CANE WATER ASSOCIATION FOR A PORTION OF A CERTIFICATE OF PUBLIC CONVENIENCE AND NECESSITY SITUATED INSIDE THE CITY LIMITS.
4. REQUEST APPROVAL TO AUTHORIZE THE MAYOR TO EXECUTE A WATER SALE AND PURCHASE AGREEMENT WITH THE TRIM CANE WATER ASSOCIATION.

K. SANITATION DEPARTMENT

1. REQUEST AUTHORIZATION TO ACCEPT THE LOWEST AND BEST BID FROM DYNA PAK CORP. FOR THE CITY OF STARKVILLE GARBAGE BAGS

**XII. CLOSED DETERMINATION SESSION**

**XIII. EXECUTIVE SESSION**

- A. PENDING LITIGATION
- B. POTENTIAL LITIGATION
- C. PROPERTY ACQUISITION

**XIV. RECESS UNTIL MAY 19, 2009 @ 5:30 AT 101 LAMPKIN STREET IN THE CITY HALL COURTROOM.****MOVED TO CONSENT:****XI. DEPARTMENT BUSINESS**

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K. SANITATION DEPARTMENT

1. REQUEST AUTHORIZATION TO ACCEPT THE LOWEST AND BEST BID FROM DYNA PAK CORP. FOR THE CITY OF STARKVILLE GARBAGE BAGS

There came for consideration the matter of the approval of the motion approving the Official Agenda of the May 5, 2009, Board meeting with the amendments enumerated above including the Consent Agenda items enumerated above, with all orders contained therein effectuated upon the approval of said agenda(s). After discussion and upon the motion of Alderman P.C. McLaurin Jr., duly seconded by Alderman Rodney Lincoln,

The members of the Board present and voting moved unanimous approval of the Official Agenda of the May 5, 2009, Board meeting with the amendments enumerated above and the Consent Agenda items enumerated above, with all orders contained therein effectuated upon the approval of said agenda(s).

**2. AN ORDER TO APPROVE THE MINUTES OF THE RECESS MEETING OF MARCH 24, 2009**

There came for consideration the matter of the approval of the motion approving the minutes of March 24, 2009. After discussion and upon the motion of Alderman Richard Corey duly seconded by Alderman Rodney Lincoln,

The members of the Board present and voting moved unanimous approval of the minutes of March 24, 2009. Absent was Alderman Sumner D. Davis, III

**3. AN ORDER TO APPROVE THE MINUTES OF THE RECESS MEETING OF APRIL 7, 2009**

There came for consideration the matter of the approval of the motion approving the minutes of April 7, 2009. After discussion and upon the motion of Alderman Rodney Lincoln duly seconded by Alderman P. C. McLaurin Jr.,

The members of the Board present and voting moved unanimous approval of the minutes of April 7. Absent was Alderman Sumner D. Davis, III

**COMMENTS BY THE MAYOR AND BOARD**

The Mayor congratulated Alderman Roy A. Perkins for his recent appointment to the Starkville High School Hall of Fame.

**CITIZENS COMMENTS**

Ms. Campbell, resident of Ward 6, addressed the Mayor et a relative to her concerns relative to the fence located adjacent to her property.

Mr. John Hill and Mr. Johnson, of Northside Drive addressed the Mayor et al relative to their concerns and requests associated with the matter of drainage and inquired as to how the City plans to do to assist with the matter.

Mr. Randall McMillan thanked the Mayor and Board for their assurances that the Board would not hold any more meetings in the Building Department as it denies access to those with disabilities.

**PUBLIC APPEARANCES**

Mr. Dan Moreland and Clark Roman on the quarterly report of the Park Commission as required by MS Statute § 21-37-37.

As follows:

**Starkville Parks and Recreation****Quarterly Report****May 4, 2009**

***"BUILDING A HEALTHIER AND  
HAPPIER COMMUNITY***

Submitted by  
Dan Moreland, Commission Chair  
Clark Roman, Director  
Matthew Rye, Assistant Director

### Sport Program's Summary

- **Fast-Pitch Youth Softball – Ages 5-12**  
22 Teams – Approximately 250 kids
- **SBA - Youth Baseball (ages 5 – 12)**  
45 Teams - Approximately 570 kids
- **Adult Softball – Church, Commercial, and Women's League**  
45 Total Teams in the Rec. League (3 more teams this year than last year)

### Non Sport Programs

<i>Seniors and Adults</i>	<i># of Participants</i>	<i>Age Group</i>
Line Dancing on Monday afternoons	20	Age 50 & older
Square Dancing on Monday nights	20	Age 60 & older
Senior Citizens Crafts on Tuesday mornings	25	Age 65 & older
Quilters Guild	25	Age 55 & older
Line Dancing on Thursday nights	7	Age 45 & older
Swing Dance Class	25	Ages 18 & older
Painting for Beginner's (Bob Ross)	6	Age 18 & older
Kids Craft – Once a Month	20	Age 4 - 12

### March/April Events at the Sportsplex

- 2 USSSA Baseball Tournaments with approximately 30 teams in each.
- Soccer Tournament with 64 Teams
- Hosted the Mayoral Candidate Forum in the new multi-purpose facility.

### Upcoming Scheduled Events

- **Adult Softball Tournament May 8-10**
- **Soccer Tournament – June 5-6**  
Approximately 40 Teams
- **Cancer Relay for Life in early May**
- **Pools will open at Moncrieff Park and J. L. King Park on June 1<sup>st</sup>.**

- **28<sup>th</sup> George Evans Softball Tournament in late June**
- **High School Fast pitch Softball League – Approximately 15 Teams**
- **High School Basketball League – Approximately 6-8 Teams**
- **Silly Sports Kid’s Camp – First three weeks in June**
- **Beginning Karate in June**
- **Fireworks Display at the Sportsplex – July 4<sup>th</sup>**
- **Youth Tennis Camp – Mid June**  
Will have approximately 50 kids

### **Upcoming Projects/Existing Projects**

- It is a continued effort of trying to improve the look of our entrances into all our parks. Some landscape has been completed, and there will be more in the near future.
- We will be working with Junior Auxiliary (SOAR Grant) in the near future to put a toddler playplex at the Green Oaks Community Park.
- We have opened our new Multi-Purpose Facility. The grand opening is coming soon. I will keep you posted on the details. The date for the event is tentatively set for May 19<sup>th</sup> from 5:30 pm-p.m, with McAlister’s providing the food and Coke providing the drinks.

### **PUBLIC APPEARANCES**

Doug Devlin, Public Works Director, spoke on behalf of Mr. Rami Achdut requesting a sewer addendum agreement for the Wellington Place project located on Old Highway 12.

The City Attorney addressed the Mayor et al stating that all the requirements required by the Department of Environmental Quality and the Public Service Commission.

**4. AN ORDER APPROVING THE ADDENDUM TO THE WASTEWATER TREATMENT AGREEMENT BETWEEN ELITE UTILITIES AND THE CITY OF STARKVILLE**

There came for consideration the matter of the approval of the motion accepting and approving the addendum agreement to the wastewater service treatment between Elite Utilities and the City of Starkville. After discussion and upon the motion of Alderman P.C. McLaurin Jr., duly seconded by Alderman Richard Corey,

The members of the Board present and voting moved unanimous approval of the motion accepting and approving the addendum agreement to the wastewater service treatment between Elite Utilities and the City of Starkville. Absent was Alderman Sumner D. Davis, III

Said addendum is as follows:

STATE OF MISSISSIPPI:  
COUNTY OF OKTIBBEHA:

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**ADDENDUM TO WASTEWATER SERVICE AGREEMENT  
BETWEEN THE CITY OF STARKVILLE  
AND ELITE UTILITIES**

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**THIS ADDENDUM** is made and entered into this the \_\_\_\_\_ day of \_\_\_\_\_, 2009 by and between the City of Starkville ("Owner") and Elite Utilities ("Customer").

**WITNESSETH:**

**WHEREAS**, the Customer is desirous of adding an addendum to their previously entered contract for wastewater service;

**NOW, THEREFORE**, in consideration of the premises and the mutual promises and covenants hereinafter contained, the parties agree to amend the original contract as follows:

1. The Customer agrees to have on the official docket of the Mississippi Public Service Commission on or prior to June 15th, 2009 a petition for a Certificate of Public Convenience and Necessity for the rendering of sewer service for the service area defined in the original contract.
2. Should it become necessary for the Customer to send wastewater to the Owner prior to the issuance of a Certificate of Public Convenience and Necessity to the Customer by the Mississippi Public Service Commission and subsequent to the receipt of the irrevocable letter of credit by the Owner and the installation of the metering equipment as specified in the original

contract, the Owner agrees to accept wastewater from the Customer, provided that the Customer does not collect any monies from any person in the service area for sewer services until the Customer is issued said Certificate of Public Convenience and Necessity. The Customer shall pay the Owner for wastewater treated during this interim period at the rate specified in the original agreement.

3. The failure of the Customer to attain a certificate of Public Convenience and Necessity from the Mississippi Public Service Commission on or before September 1<sup>st</sup>, 2009 shall be considered a breach of the original contract and the Owner will be entitled to immediately stop acceptance of wastewater from the Customer and the Owner will be able to avail themselves of any other legal remedies available under the law.

4. As required by the original contract, the Customer agrees to present to the legal counsel of the Owner on or prior to May 1st, 2009 a copy or copies of the deed or deeds to properties owned by Premier Properties of Starkville, LLC in the service area, to which a copy of the original contract is attached as restrictive covenants. Said restrictive covenants shall be approved by the legal counsel of the Owner and filed on the Office of the Chancery Clerk of Oktibbeha County, Mississippi and filed copies provided to the Owner on or prior to May 8th, 2009.

5. Prior to the acceptance of any wastewater by the Owner, the Customer shall present to the Owner a copy of all applicable Mississippi Department of Environmental Quality permits for the operation of a sewer system, up to and including financial viability sign-off.

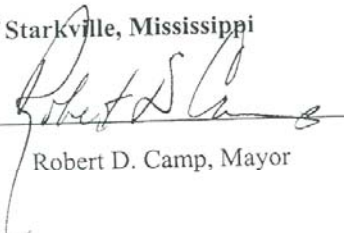
6. The Customer will insure that either the letter of credit that has been provided as an inducement to enter into this agreement, will continue or Customer will post in lieu of the

letter of credit a bond in an amount determined by the City to be sufficient to protect the City to assure payment of any fines, levies or expenses that may be assessed against Owner. Customer will provide proof to the City on or before the expiration of the current letter of credit, which is April 27, 2010, of the continuing letter of credit or will post the necessary bond as required in this Amendment.


IN WITNESS WHEREOF, the parties hereto, by their duly authorized representatives, executed this Contract.

This the 5th day of May, 2009

The City of Starkville, Mississippi

By:   
Robert D. Camp, Mayor

Elite Utilities, LLC

By:   
Rami Achdut, LLC Manager

**Note: no time frame was specified for this motion**

**5. AN ORDER MAKING A RE-APPOINTMENT TO THE GOLDEN TRIANGLE REGIONAL AIRPORT AUTHORITY**

There came for consideration the matter of the approval of the motion making the re- appointment of Mr. Frank Chiles to the Golden Triangle Regional Airport Authority. After discussion and upon the motion of Alderman P.C. McLaurin Jr., duly seconded by Alderman Janette Self,

The members of the Board present and voting moved unanimous approval of motion of the re- appointment of Mr. Frank Chiles to the Golden Triangle Regional Airport Authority. Absent was Alderman Sumner D. Davis, III

**Note: no time frame was specified for this motion**

**6. AN ORDER MAKING A RE-APPOINTMENT TO THE PLANNING AND ZONING COMMISSION**

There came for consideration the matter of the approval of the motion re-appointing Dr. Gerald Andrews Emission to the Planning and Zoning Commission for Ward 3. After discussion and upon the motion of Alderman P.C. McLaurin Jr., duly seconded by Alderman Matt Cox.

The members of the Board present and voting moved unanimous approval of motion re-appointing Mr. Gerald Andrews Emission to the Planning and Zoning Commission for Ward 3. Absent was Alderman Sumner D. Davis, III

**7. AN ORDER APPOINTING ROBBIE COBLENTZ TO THE PLANNING AND ZONING COMMISSION**

There came for consideration the matter of the approval of the motion appointing Robbie Coblentz to the Planning and Zoning Commission for Ward 5, for the six year term commencing on July 1, 2009. After discussion and upon the motion of Alderman Matt Cox, duly seconded by Alderman Richard Corey.

The members of the Board present and voting moved unanimous approval of the motion appointing Robbie Coblentz to the Planning and Zoning Commission for Ward 5, for the six year term commencing on July 1, 2009. Absent was Alderman Sumner D. Davis, III

**8. AN ORDER RE-APPOINTING MR. PETE MELBY TO THE PARKS AND RECREATIONS COMMISSION**

There came for consideration the matter of the approval of the motion re-appointing Mr. Pete Melby to the Parks and Recreation Commission, for Ward 4. After discussion and upon the motion of Alderman Richard Corey, duly seconded by Alderman Janette Self,

The members of the Board present and voting moved unanimous approval of the motion re-appointing Mr. Pete Melby to the Parks and Recreation Commission, for Ward 4. Absent was Alderman Sumner D. Davis, III

**9. AN ORDER GRANTING APPROVAL TO ADVERTISE TO FILL THE POSITION OF ENGINEERING ASSISTANT IN THE ENGINEERING DEPARTMENT**

There came for consideration the matter of the approval of the motion to approve the advertisement to fill the position of Engineering Assistant in the Engineering Department to upgrade this position to be filled by a person with a Bachelor's or equivalent degree in Civil Engineering; and that the position fall in our Salary Grade 13(2080 hours) and would expect a starting salary for this position to fall in the range of \$43,000 to \$48,000 depending on experience. After discussion and upon the motion of Alderman Richard Corey, duly seconded by Alderman P.C. McLaurin Jr.,

The motion to approve the advertisement to fill the position of Engineering Assistant in the Engineering Department to upgrade this position to be filled by a person with a Bachelor's or equivalent degree in Civil Engineering; and that the position fall in our Salary Grade 13(2080 hours) and would expect a starting salary for this position to fall in the range of \$43,000 to \$48,000 depending on experience, was put to a vote with the results as follows:

Alderman Richard Corey	voted: YEA
Alderman Matt Cox	voted: YEA
Alderman Sumner D. Davis, III	voted: ABSENT AND NOT VOTING
Alderman P. C. (Mac) McLaurin, Jr.	voted: YEA
Alderman Rodney L. Lincoln	voted: YEA
Alderman Roy A. Perkins	voted: NAY
Alderman Janette Self	voted: YEA

Having received the majority of the affirmative vote, the Mayor declared the motion passed, approved and adopted; said job description is as follows:

**Job Description for Engineering Assistant  
April 29, 2009**

**Job Objectives:**

Perform technical level duties in support of the City's engineering and capital improvement projects and to support the Engineering Department.

**Job Requirements:**

1. Knowledge of the principles and practices of civil engineering
2. Under direction from the City Engineer, Design and prepare engineering plans which may include preparing engineering computations, plans, details, profiles, maps, and bid documents.
3. Ability to draft drawings from engineering sketches, survey field notes and other data.
4. Provide technical support to a variety of engineering studies; research, collect, interpret and record data; prepare maps, graphs, drawings and reports to present study results.
5. Perform technical level duties in support of the City's engineering and construction capital improvement projects including City buildings, streets, utility, transportation and related systems.
6. Conduct technical studies and prepare clear, concise and accurate engineering reports and correspondence.
7. Deal effectively and tactfully and communicate clearly with the public.
8. Prepare cost estimates.
9. Communicate clearly and concisely, both orally and in writing.
10. Working knowledge of standard English grammar, spelling, and punctuation, and ability to properly operate standard office, surveying and drafting equipment, including computer, printer, calculator, fax machine, scanner, digital camera, plotter, and surveying instruments.
11. Ability to complete assigned work projects and work alone and/or with others in a team environment with minimum supervision.

**Minimum Qualifications:**

1. Education: Equivalent to a Bachelor's degree from an accredited college or university with major course work in civil engineering.
2. License/ Certificate: Successful completion of the Fundamentals of Engineering (FE) Exam.
3. A valid Mississippi driver's license and acceptable MVR.
4. Proficiency in Computer-Aided- Design software, preferably AutoCAD.
5. Proficiency in office related software including word processing, spreadsheet, database, PowerPoint, preferably Microsoft Office.

**Preferred Qualifications:**

1. Two years of experience in civil engineering. Experience in traffic/transportation engineering, hydrology, and/or land development is desirable.
2. Proficiency in Computer-Aided-Design civil engineering software, preferably Autodesk Civil-3D.
3. Ability to develop and maintain the City's Geographic Information System (GIS) including the purchase, installation and troubleshooting of software applications; and to manipulate, analyze and display GIS data to provide land use information.
4. Understanding and familiarity with Erosion Control and Sediment Prevention practices.
5. Understanding and familiarity with Sustainability, Green building, LEED Certification and Low Impact Design.
6. Experience in Construction and Quality Control Inspections.

**10. AN ORDER TO HIRE CLAYTON MCHANN AS AN INDEPENDENT CONTRACTOR TO PERFORM THE DUTIES OF CONSTRUCTION INSPECTOR IN CONNECTION WITH THE 2009 CAPITAL IMPROVEMENT ROADWAY AND DRAINAGE PROJECTS**

The came for consideration the motion to hire Clayton McHann as an Independent Contractor to perform Construction Inspector duties in at an amount not to exceed \$12,000 with funding budgeted as part of the testing / inspection allowance of the 2009, Street and Drainage Improvement Program connection with the 2009 Street and Drainage Improvement Program . After discussion among the Mayor and Board, and upon the motion of Alderman Richard Corey duly seconded by Alderman P.C. McLaurin Jr.,

The motion to hire Clayton McHann as an Independent Contractor to perform Construction Inspector duties in at an amount not to exceed \$12,000 with funding budgeted as part of the testing / inspection allowance of the 2009 Street and Drainage Improvement Program connection with the 2009 Street and Drainage Improvement Program was put to a vote with the results as follows:

Alderman Richard Corey	voted: YEA
Alderman Matt Cox	voted: YEA
Alderman Sumner D. Davis, III	voted: ABSENT AND NOT VOTING
Alderman P. C. (Mac) McLaurin, Jr.	voted: YEA
Alderman Rodney L. Lincoln	voted: YEA
Alderman Roy A. Perkins	voted: YEA
Alderman Janette Self	voted: NAY

Having received the majority of the affirmative vote, the Mayor declared the motion passed, approved and adopted.

**11. AN ORDER TO MOVE INTO A CLOSED DETERMINATION SESSION**

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There came for consideration the matter of the approval of the motion to move into a closed determination session. After discussion and upon the motion of Alderman P. C. McLaurin Jr., duly seconded by Alderman Richard Corey,

The members of the Board present and voting moved unanimous approval to move into a closed determination session. Absent was Alderman Sumner D. Davis, III

**12. AN ORDER TO MOVE INTO EXECUTIVE SESSION**

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There came for consideration the matter of the approval of the motion to move into executive session for the purposes of the discussion of potential litigation and property acquisition. After discussion and upon the motion of Alderman P.C. McLaurin Jr., duly seconded by Alderman Matt Cox,

The Board moved unanimously to approve the motion to move into executive session for the purposes of the discussion of potential litigation and property acquisition.

**13. AN ORDER TO MOVE OUT OF EXECUTIVE SESSION**

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There came for consideration the matter of the approval of the motion to move out of executive session. After discussion and upon the motion of Roy A.' Perkins, duly seconded by Alderman Matt Cox,

The members of the Board present and voting moved unanimous approval to move out of executive session. Absent was Alderman Sumner D. Davis, III

**A MOTION TO ADJOURN UNTIL 5: 30 PM ON TUESDAY MAY 19, 2009**

Alderman Roy A.' Perkins, moved that the Board of Aldermen adjourn until 5:30 p.m. on Tuesday May 19, 2009, in the Sportsplex, located on Lynn Lane, Starkville MS. Alderman Corey seconded, with the motion carrying unanimously.

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ROBERT D. CAMP, MAYOR

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TAMMY R. TYNDALL,  
DEPUTY CITY CLERK

SIGNED AND SEALED THIS \_\_\_ DAY OF \_\_\_\_\_ 2009.