

**DRAFT REGULAR MEETING MINUTES OF THE BOARD OF MAYOR AND
SELECTMEN
FOR THE CITY OF WEST POINT, MISSISSIPPI
TUESDAY, May 8, 2018
5:30 P.M.**

The Board of Mayor and Selectmen of the City of West Point, Mississippi held their regular Meeting the 8th day of May 2018 at 5:30 p.m. at City Hall, 580 Commerce Street, West Point, Mississippi. Members present were Mayor Harmon A. “Robbie” Robinson, presiding, Selectwoman Leta Turner, Selectman William Binder, Selectman Ken Poole, Selectman Keith McBrayer, and Selectman Jasper Pittman. Also present City Clerk Eddie A. Longstreet, City Attorney Orlando Richmond and CAO Randy Jones

The Mayor called the meeting to order. The invocation was provided by Selectman William Binder followed by the Pledge of Allegiance.

Mayor Robinson called for a motion to approve the consent agenda.

Selectman Keith McBrayer made the motion to approve the consent agenda (see below).

CONSENT AGENDA

1. Approval of April 10, 2018 Regular Meeting Minutes
2. Approval of April 2018 Claims Dockets/Financial Reports
3. Emergency Declaration Renewal

Selectwoman Leta Turner seconded the motion.

The Mayor called for a vote and the vote was as follows:

Selectwoman Leta Tuner voted: Aye
Selectman William Binder voted: Aye
Selectman Ken Poole voted: Aye
Selectman Jasper Pittman voted: Aye
Selectman Keith McBrayer voted: Aye

Motion Carried.

The Mayor next called up the matter to approve Plum Creek Environmental Technologies, LLC, Ad Valorem Tax Request. Selectman William Binder made the motion to grant a ten year ad valorem exemption for Plum Creek Environmental Technologies, LLC. Selectman Jasper Pittman seconded the motion. See Attached Exhibit A.

The Mayor called for a vote and the vote was as follows:

Selectwoman Leta Tuner voted: Aye
Selectman William Binder voted: Aye
Selectman Ken Poole voted: Aye
Selectman Jasper Pittman voted: Aye
Selectman Keith McBrayer voted: Aye

Motion Carried.

TBD

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The mayor next called up the matter of financial support for the 2019 U.S. Women's Amateur Golf Tournament to be hosted at Old Waverly Golf Club August 2-11, 2019. The contribution will be applied over two (2) fiscal year, beginning with the 2018-2019 budget and the 2019-2020 budget.

Selectman William Binder made the motion to approve the financial request of support. Selectman Keith McBrayer seconded the motion.

The Mayor called for a vote and the vote was as follows:

Selectwoman Leta Tuner voted: Aye
Selectman William Binder voted: Aye
Selectman Ken Poole voted: Aye
Selectman Jasper Pittman voted: Aye
Selectman Keith McBrayer voted: Aye

Motion Carried.

The Mayor next called up the matter of consideration of acceptance of real property as a gift from Guanacaste Ventures, Inc., beneficiary of real property according to the Last Will and Testament of Elizabeth McClure Pattillo, Deceased to the City of West Point. Parcel number 083B311B- 010000. See exhibit for deed conveyance.

Selectman Ken Poole made the motion to accept the following real property as a gift to the city. Selectman Jasper Pittman seconded the motion.

The Mayor called for a vote and the vote was as follows:

Selectwoman Leta Tuner voted: Aye
Selectman William Binder voted: Aye
Selectman Ken Poole voted: Aye
Selectman Jasper Pittman voted: Aye
Selectman Keith McBrayer voted: Aye

Motion Carried.

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EDWARDS, STOREY, MARSHALL, HELVESTON & EASTERLING, LLP

ATTORNEYS AT LAW

A.M. EDWARDS, JR.
1926-2007

**P.O. BOX 835 529 E. BROAD STREET
WEST POINT, MS 39773
PHONE: (662) 494-5184 FAX: (662) 494-4836
E-MAIL: esmbe@esmbe.net
WEBSITE: <http://www.esmbe.net>**

**THOMAS B. STOREY, JR.
ROBERT B. MARSHALL, JR.
JAMES C. HELVESTON
MICHELLE D. EASTERLING**

May 22, 2018

Mr. Robbie Robinson, Mayor
City of West Point
P. O. Box 1117
West Point, MS 39773

Re: *Lots 1 and 2, Block 159, Ward 2, A.L. Goodman Map and Survey,
also described as Lot 26, Ward 2, C.L. Wood Map
City of West Point*

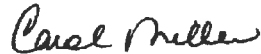
Dear Robbie:

Enclosed please find the recorded Warranty Deed for the property conveyed to the City by the beneficiary of the Last Will and Testament of Elizabeth McClure Patillo.

Please let me know if you need anything further.

Sincerely,

EDWARDS, STOREY, MARSHALL, HELVESTON & EASTERLING, LLP



Carol Miller

TBD

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*****[The above space is reserved for recording information.]*****

Prepared by:
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Edwards, Storey, Marshall, Helveston
& Easterling, LLP
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INDEXING INSTRUCTIONS: Lot 26, Ward 2, C.L. Wood Map; also described as Lots 1 and 2,
Block 159, Ward 2, A.L. Goodman Map, City of West Point,
Clay County, Mississippi

STATE OF MISSISSIPPI
COUNTY OF CLAY

WARRANTY DEED

FOR AND IN CONSIDERATION of the sum of Ten Dollars (\$10.00), cash in hand paid and other good and valuable considerations, the receipt and sufficiency of which are hereby acknowledged, the undersigned,

GUANACASTE VENTURES U.S., INC.
3519 CHURCH STREET, UNIT F
CLARKSTON, GEORGIA 30021
TELEPHONE: (404)296-3555

does hereby convey and warrant unto:

THE CITY OF WEST POINT, MISSISSIPPI
a MUNICIPAL CORPORATION
P. O. BOX 1117
WEST POINT, MS 39773
TELEPHONE: (662) 494-2573

the following described property located and situated in the City of West Point, Clay County, Mississippi, to-wit:

All that tract or parcel of land lying and being located in the City of West Point, Clay County, Mississippi and being more particularly described as follows:

**Book DEED 298 Pg 191
Instrument 2018003061**

TBD

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A triangular lot bounded on the South by Morrow Street, on the East by the Gulf, Mobile and Ohio Railroad, and on the West by Division Street and designated as Lot 26, Ward 2, according to the C.L. Woods map of said City; also designated as Lots 1 and 2, Block 159, Ward 2 of said City, according to the map and survey by A.L. Goodman of said city, known as a warehouse, and being the same property acquired by Elizabeth McClure Pattillo (f/k/a Elizabeth Louise McClure) from W.E. McClure by Warranty Deed dated December 30, 1949.

The grantee herein assumes and agrees to pay all 2018 ad valorem taxes.

WITNESS MY SIGNATURE, this the 27th day of March, 2018.

GUANACASTE VENTURES U.S., INC.

BY: Carolyn D. Wagnon
Carolyn D. Wagnon, Executive Director

STATE OF GEORGIA

COUNTY OF DEKALB

Personally appeared before me, the undersigned authority of law in and for the State and County aforesaid, Carolyn D. Wagnon, Executive Director of GUANACASTE VENTURES U.S., INC., and acknowledged that she executed and delivered the above and foregoing Warranty Deed on the day and year therein stated, for, on behalf of and as the act of said Guanacaste Ventures U.S., Inc., she being fully authorized to do so.

Given under my hand and official seal on this the 27th day of MARCH, 2018.

Russell W. McMiller
NOTARY PUBLIC

(SEAL)

My commission expires _____



Book DEED 298 Pg 192
Instrument 2018003061



Clay County Mississippi
Filed 05/16/2018 04:24 P
Book DEED 298 Pg 191
Amy Berry, Chancery Clerk

TBD

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The Mayor next called up the matter of consideration to hire Delores Doss as part-time payroll and human resource clerk.

Selectman Keith McBrayer made the motion to approve. Selectman William Binder seconded the motion.

The Mayor called for the vote and the vote as follows:

Selectwoman Leta Tuner voted: Aye
Selectman William Binder voted: Aye
Selectman Ken Poole voted: Aye
Selectman Jasper Pittman voted: Aye
Selectman Keith McBrayer voted: Aye

Motion Carried.

The Mayor next called up the matter to consider the EMA Council recommendation for EMA Director. Mayor Robinson asked the President of the EMA Council Sheriff Eddie Scott to come forth to make the Mayor and Selectman aware of the EMA Council recommendation. Said recommendation attached hereto as exhibit A. The Mayor then asked Sheriff Eddie Scott to make the Board aware of the Clay County Board of Supervisors action. Sheriff Eddie Scott stated that the Board of Supervisors voted for Torrey Williams as EMA Director and Treva Hodge as Assistant EMA Director.

Selectman Keith McBrayer made the motion to accept the following EMA Council recommendation to appoint Tracy Pharr as EMA Director and Torrey Williams as the Deputy Director. Mayor called for a second, there being none, the motion failed.

Selectwoman Leta Turner made a motion to name Torrey Williams as EMA Director. Selectman Ken Poole seconded the motion.

The Mayor called for a roll call vote and the vote was as follows:

Selectwoman Leta Tuner voted: Aye
Selectman William Binder voted: Aye
Selectman Keith McBrayer voted: Nay
Selectman Ken Poole voted: Aye
Selectman Jasper Pittman voted: Aye

Motion Carried.

TBD

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EMA Interview Panel Recommendations

Based on the six interviews held on April 19, 2018 for the position of West Point Clay County EMA Director our recommendation is as follows:

Our first recommendation is to hire Tracy Pharr as EMA Director. Ms. Pharr meets all the qualifications that were set forth in the job announcement including, but not limited to over fifteen years' experience, a certified emergency manager and a certified flood plain manager and far exceeds the knowledge and experience required.

Our second recommendation is to hire Torrey Williams as the Deputy Director. Mr. Williams does have some experience and training in Emergency Management. However, he is currently enrolled in paramedic school. This would allow him to finish his education and meanwhile continue his training to complete his emergency manager certification. In our opinion we feel that the Deputy Director should meet the qualifications of the Director as described in your job announcement.

In the event Mr. Williams declines this position, it would be a recommendation from the EMA interview panel to offer this position to Mrs. Whitney Hancock. Mrs. Hancock is eager, personable and willing to do what is required of this position. She showed great preparation for the interview in the research she had done and spoke with some knowledge in relation to emergency management.

We appreciate the opportunity to serve on this interview panel. Should you have any follow up questions or concerns, please see the contact information below from the EMA interview panel.

Sincerely,
Kristen Campanella, Director Oktibbeha County (17 years' experience) 662-418-1403
Ricky Jagers, Director Pontotoc County (18 years' experience) 662-419-1105
Cindy Lawrence, Director Columbus Lowndes County (19 years' experience) 662-386-5937

TBD

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The Mayor next called up the matter to approve the following proclamation in honor of May as National Mental Health Month. Selectman Jasper Pittman made the motion. Selectwoman Leta Turner seconded the motion.

Office of the Mayor
West Point, Mississippi

**Mayoral Proclamation
Mental Health Awareness Month
May, 2018**

In recognition of early identification and treatment which can make a profound difference in successful management of mental illness and recovery;

NOW, THEREFORE BE IT RESOLVED, I Robble Robinson, Mayor and the Board of Selectmen of West Point, Mississippi, do hereby proclaim the month of May 2018 as Mental Health Awareness Month in West Point, to increase public understanding of the important of mental health and to promote identification and treatment of mental illnesses.

In witness whereof I have hereunto set my hand and caused this seal to be affixed.


Mayor

ATTEST: 

DATE: May 8, 2018

The Mayor called for a vote and the vote was as follows:

Selectwoman Leta Tuner voted: Aye
Selectman William Binder voted: Aye
Selectman Ken Poole voted: Aye
Selectman Jasper Pittman voted: Aye
Selectman Keith McBrayer voted: Aye

Motion Carried.

The Mayor next called up the matter to grant authority to advertise for bids for McCharen Field IMA Improvements. See attached exhibit.

TBD

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ADVERTISEMENT FOR BIDS

McCharen Field, West Point, Mississippi

Notice is hereby given that the City of West Point, Mississippi, will receive sealed bids for construction of improvements to McCharen Field. Bids will be received at the WEST POINT CITY HALL, 580 COMMERCE STREET until **3:00 P.M.**, local time, June 7, 2018. BIDS will then be publicly opened and read aloud. Bids received after this time will not be accepted and will be returned unopened.

The project shall consist of RAMP, DRAINAGE, ELECTRICAL AND RELATED IMPROVEMENTS at McCharen Field.

Instructions to bidders, bid forms, plans and specifications, and contract documents may be examined at the following locations:

Clearwater Consultants, Inc.
316 University Drive
Starkville, Mississippi 39759
(662) 323-8000

AGC Plan Room
2093 Lakeland Drive
Jackson, Mississippi 39216
(601) 981-1144

The Bid Schedule may be examined at the following locations:

1. Mississippi Minority Business Enterprise Division, Mississippi Development Authority, P. O. Box 849, Jackson, Mississippi 39205, Attn: Joycie Lenoir, Phone (601) 359-2904;
2. Mississippi Contract Procurement Center (Main Office), 1638 Poppe Ferry Road, Suite 220, Biloxi, Mississippi 39532, Attn: Marcia MacDowell, Phone (228) 396-1288; and
3. Northeast Mississippi Contract Procurement Center, 1102 Main Street, Columbus, Mississippi 39701, Attn: William (Bill) Burge, Phone (662) 329-1077.

Minority and women's business enterprises are solicited to bid on this contract as prime contractors and are encouraged to make inquiries regarding potential subcontracting opportunities and equipment, material and/or supply needs.

Copies of all Contract Documents required for bidding may be obtained from Clearwater Consultants, Inc. located at 316 University Drive, Starkville, Mississippi upon payment of \$150.00 for each set.

A certified check or bank draft drawn on a solvent bank, payable without condition to the City of West Point, Mississippi, or a bid bond of an amount not less than (5%) of the base bid amount shall be submitted with each bid as a guarantee that, if the bid is accepted, a contract will be entered into, and the performance of the contract properly secured.

Any contract(s) awarded pursuant to this ADVERTISEMENT FOR BIDS may be funded in part by a grant from the U.S. Department of Transportation, Federal Aviation Administration. Neither the United States nor any of its departments, agencies or employees is or will be a party to this ADVERTISEMENT FOR BIDS or any resulting contract. This procurement will be subject to regulations contained in Airport and Airway Department Act of 1982, as amended. Bidders must comply with the following:

(a) President's Executive Order No. 11246 supplemented by Department of Labor regulations regarding race, creed, color, sex, or national origin;

(b) Davis Bacon Act (40 USC276a-176a-7) as supplemented by the Department of Labor Relations (29CFR Part 5);

(c) Title VI of the Civil Rights Act of 1964 (PL 88-362);

(d) Copeland "Anti-Kickback Act" (19 USC 874) as supplemented by the Department of Labor Regulations (29 CFR Part 3);

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(e) Sections 103 and 107 of the Contract Work Hours and Safety Standards Act (40 USC 327-333) as supplemented by the Department of Labor Regulations (29 CFR, Part 5); and

(f) 49 CFR Part 26 regarding small and minority owned business enterprise participation. BIDDERS must certify that they do not, and will not, maintain or provide for their employees any facilities that are segregated on the basis of race, color, creed, or national origins. BIDDERS must submit with their BID an EEO Report Statement as required by 41 CFR 60-1-7 (b).

The Owner reserves the right to refuse to issue a proposal form to a prospective bidder should such bidder be in default for any of the following reasons:

(a) Failure to comply with any prequalification regulations of the Owner, if such regulations are cited, or otherwise included, in the proposal as a requirement for bidding.

(b) Failure to pay, or satisfactorily settle, all bills due for labor and materials on former contracts in force (with the owner) at the time the owner issues the proposal to a prospective bidder.

(c) Contractor default under previous Contracts with the Owner.

(d) Unsatisfactory work on previous contracts with the Owner.

No bid shall be withdrawn for a period of ninety (90) days after the scheduled date and time of the opening of bids without the written consent of the City of West Point. Within the limitations of state law, the City of West Point reserves the right to reject any or all bids received, to waive any informalities or irregularities in the bids received, or to accept any bid that is deemed most favorable to the City of West Point.

By: *Eddie A. Longstreet*
Mr. Eddie A. Longstreet, City Clerk
City of West Point, Mississippi

Date: *May 8, 2018*

Publish Dates: May 11, 2018 and May 16, 2018



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Selectman Keith McBrayer made the motion to authorize advertisement for bids for construction of the airport improvements. Selectman Ken Poole seconded the motion.

The Mayor called for a vote and the vote was as follows:

Selectwoman Leta Tuner voted: Aye
Selectman William Binder voted: Aye
Selectman Ken Poole voted: Aye
Selectman Jasper Pittman voted: Aye
Selectman Keith McBrayer voted: Aye

Motion Carried.

The Mayor next called up the matter of authorizing travel for Ben Davis, Lineman with West Point Electric Department to attend Lab Operations Training in Scottsboro, AL from May 13-18, 2018.

Selectman Ken Poole made the motion. Selectwoman Leta Turner seconded the motion.

The Mayor called for a vote and the vote was as follows:

Selectwoman Leta Tuner voted: Aye
Selectman William Binder voted: Aye
Selectman Ken Poole voted: Aye
Selectman Jasper Pittman voted: Aye
Selectman Keith McBrayer voted: Aye

Motion Carried.

The Mayor then called up the matter of authorizing travel for Monica Lairy, Court Clerk with the Municipal Court to attend Municipal Clerk Summer Program Training in Biloxi, MS from June 25-26, 2018.

Selectwoman Leta Turner made the motion. Selectman Ken Poole seconded the motion.

The Mayor called for the vote and the vote was as follows:

Selectwoman Leta Tuner voted: Aye
Selectman William Binder voted: Aye
Selectman Ken Poole voted: Aye
Selectman Jasper Pittman voted: Aye
Selectman Keith McBrayer voted: Aye

Motion Carried.

The Mayor then called up the matter of Public Works Department Head report to add the names of Troy Gandy and Demond Johnson to the list as recommended for temporary hire employees with the start date to be determined by the Department Head. Selectman Jasper Pittman made the motion to add said employees to the list. Selectman Ken Poole seconded the motion.

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The Mayor called for the vote and the vote was as follows:

Selectwoman Leta Tuner voted: Aye
Selectman William Binder voted: Aye
Selectman Ken Poole voted: Aye
Selectman Jasper Pittman voted: Aye
Selectman Keith McBrayer voted: Aye

Motion Carried.

The Mayor next called for a vote on Police Chief Avery Cook's recommendation of Sulata Maria Cox as Telecommunications Officer with a start date of May 16, 2018.

Selectman Ken Poole made the motion to hire Sulata Maria Cox. Selectwoman Leta Turner seconded the motion.

The Mayor called for the vote and the vote was as follows:

Selectwoman Leta Tuner voted: Aye
Selectman William Binder voted: Aye
Selectman Ken Poole voted: Aye
Selectman Jasper Pittman voted: Aye
Selectman Keith McBrayer voted: Aye

Motion Carried.

The Mayor next called up the matter of need to go into executive session according to the Mississippi Code of 1972, Annotated, Section 25-41-7 (4) (a).

Selectman Jasper Pittman made the motion to close the meeting to determine the need for an executive session. Selectwoman Leta Turner seconded the motion.

The Mayor called for the vote and the vote was as follows:

Selectwoman Leta Tuner voted: Aye
Selectman William Binder voted: Aye
Selectman Ken Poole voted: Aye
Selectman Jasper Pittman voted: Aye
Selectman Keith McBrayer voted: Aye

Motion Carried.

Selectman Jasper Pittman made the motion to remain in executive session according to the Mississippi Code of 1972, Annotated, Section 25-41-7 (4) (a) to discuss personnel matters. Selectman Ken Poole seconded the motion.

The Mayor called for the vote and the vote was as follows:

Selectwoman Leta Tuner voted: Aye
Selectman William Binder voted: Aye
Selectman Ken Poole voted: Aye
Selectman Jasper Pittman voted: Aye

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Selectman Keith McBrayer voted: Aye
Motion Carried.

Selectman William Binder made the motion to place Municipal Court Deputy Clerk on suspension for 2 days without pay and six month probation. Selectwoman Leta Turner seconded the motion.

The Mayor called for the vote and the vote was as follows:

Selectwoman Leta Tuner voted: Aye
Selectman William Binder voted: Aye
Selectman Ken Poole voted: Nay
Selectman Jasper Pittman voted: Aye
Selectman Keith McBrayer voted: Aye

Motion Carried.

The Mayor had to step out of the meeting and Vice-Mayor Keith McBrayer presided over the remaining session.

Selectman Jasper Pittman made a motion to move back into open session. Selectwoman Leta Turner seconded the motion.

The Vice-Mayor Keith McBrayer called for the vote and the vote was as follows:

Selectwoman Leta Tuner voted: Aye
Selectman William Binder voted: Aye
Selectman Ken Poole voted: Aye
Selectman Jasper Pittman voted: Aye

Motion Carried.

Selectman Jasper Pittman made the motion to adjourn. Selectwoman Leta Turner seconded the motion.

The Vice- Mayor called for the vote and the vote was as follows:

Selectwoman Leta Tuner voted: Aye
Selectman William Binder voted: Aye
Selectman Ken Poole voted: Aye
Selectman Jasper Pittman voted: Aye


Motion Carried.

Meeting Adjourned

TBD

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Harmon A. Robinson, Mayor


Eddie A. Longstreet, City Clerk

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