

**Draft REGULAR MEETING MINUTES OF THE BOARD OF MAYOR AND SELECTMEN  
FOR THE CITY OF WEST POINT, MISSISSIPPI  
TUESDAY, April 14, 2020  
5:30 P.M.**

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The Board of Mayor and Selectmen of the City of West Point, Mississippi held their regular meeting the 14<sup>th</sup> day of April 2020 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 Keith McBrayer and Selectman Jasper Pittman. Selectman Ken Poole attended the meeting by teleconference. Also present was City Clerk Eddie A. Longstreet, CAO Randy Jones and City Attorney Orlando Richmond were present. There were only a maximum of ten (10) individuals present during the meeting in accordance with the CDC guidelines of practicing social distancing.

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 agenda with the addition of two added items from Police Chief Cook: an officer’s resignation and the Chief’s recommendation to hire a police officer. Selectwoman Leta Turner made the motion. Selectman William Binder seconded the motion.

Hearing no further discussion, the Mayor called for the vote and the vote was as follows:

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

Motion Carried.

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

Selectman Keith McBrayer made the motion to approve the below consent agenda:

**CONSENT AGENDA**

1. Approval of March 10, 2020 Regular Board Meeting Minutes
2. Approval of March 17, 2020 Special Called Board Meeting Minutes
3. Approval of March 24, 2020 Special Called Board Meeting Minutes
4. Approval of March 27, 2020 Special Called Board Meeting Minutes
5. Approval of March 30, 2020 Special Called Board Meeting Minutes
6. Approval of Claims Docket for March 2020 Claims/Financial Reports
7. Emergency Declaration Renewal

Selectman Jasper Pittman seconded the motion.

Hearing no further discussion, the Mayor called for a vote and the vote was as follows:

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

Motion Carried.

**TBD**

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The Mayor next called up the matter of the re-appointment of Alecia Randle to the West Point Housing Authority (WPHA) Board of Commissioners for a 5 year term beginning January 1, 2020 retroactive.

Selectwoman Leta Turner made the motion to re appoint Alecia Randle to the WPHA Board of Commissioners. Selectman William Binder seconded the motion.

Hearing no further discussion, the Mayor called for the vote and the vote was as follows:

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

Motion carried.

The Mayor next called up the matter of a need to enter an executive session and determine the need to remain in closed session according to Section 24-41-7 (4) (g) of the Mississippi Code of 1972.

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

Hearing no further discussion, the Mayor called for the vote and the vote was as follows:

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

Motion Carried.

The Mayor next called up the matter of the need to remain in executive session to consider the purchase of real property for the South West Point substation according to Section 24-47-7 (4) (g) of the Mississippi Code of 1972 (Annotated).

Selectman Jasper Pittman made the motion to remain in executive session to consider the purchase of real property for the South West Point substation. Selectwoman Leta Turner seconded the motion.

Hearing no further discussion, the Mayor called for the vote and the vote was as follows:

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

Motion Carried.


Attorney Orlando Richmond and CAO Randy Jones presented the following appraisal and review appraisal, terms of purchase, and subsequent lease of existing building structure, and addressed questions from the Board.

**TBD**

# Draft REGULAR MEETING MINUTES OF THE BOARD OF MAYOR AND SELECTMEN FOR THE CITY OF WEST POINT, MISSISSIPPI TUESDAY, April 14, 2020 5:30 P.M.

**REAL ESTATE APPRAISAL REPORT**

**THREE TRACTS SITUATED ON THE SOUTH SIDE OF OLD WHITE ROAD WEST POINT, MISSISSIPPI 39773 INCLUDING ONE RESIDENCE**



DATE OF VALUATION  
APRIL 1, 2020

PREPARED BY  
STEWART S. STAFFORD  
POST OFFICE BOX 862  
COLLINGS, MISSISSIPPI 39773

**STEWART S. STAFFORD**  
POST OFFICE BOX 862  
COLLINGS, MISSISSIPPI 39773  
601-969-6112

April 14, 2020

Mr. Randolph Jones  
City of West Point  
204 Commerce Street  
West Point, Mississippi 39773

**REFERENCE:** Real Estate Appraisal Report of Three Underdeveloped Building Sites South Side of Old White Road West Point, Mississippi 39773

Mr. Jones:

In response to your request and authorization, I have conducted the required investigation, and made certain analyses that have enabled me to form an opinion of the market value of the above-captioned property.

At the time of inspection, a mobile home was situated on the subject property. The inspection of this portion of the property was limited to exterior observation. The valuation of this portion of the subject property includes an extraordinary assumption the interior portion of the mobile home, as well as the exterior portions which were not visible, are similar in design and condition to the exterior portions which were viewed. It is further assumed the mobile home is habitable, and that no significant issues of deferred maintenance. If these assumptions were false based on the facts, it would have an impact on the concluded opinion of value of the subject property.

Based on the inspection of the property and the investigation and analysis undertaken, I have formed the opinion the market value of the subject property, as it currently exists, as of April 1, 2020, subject to the general assumptions and limiting conditions set forth in this report, is:

Parcel Number	Estimated Area	Value Conclusion
0822215C065000	0.75 Ac	\$ 11,200
0822215C010000	0.23 Ac	\$ 5,800
0822215C010080	0.50 Ac	\$ 3,750


As your request, an analysis was made regarding the market rental rate for the mobile home situated on the subject site. The analysis was based on known rental rates within the local market, as well as the determined contributory value of the mobile home. Based on the inspection of the property and the investigation and analysis undertaken, I have formed the opinion the market rent for the mobile home situated on the subject property, as it is assumed to currently exist, as of April 1, 2020, subject to the general assumptions and limiting conditions set forth in this report, is \$200.00 per month.

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This letter is not to be separated from the body of the attached appraisal report, of which it is made a part. This real estate appraisal report is limited to comply with the reporting requirements set forth in the Uniform Standards of Professional Appraisal Practice. This letter and the attached appraisal report are subject to the Statement of Assumptions and Limiting Conditions included within the report. This report is intended to be utilized hence. No part of this report should be separated from the entire report.

The depth of discussion contained in the attached report is specific to your needs and for the intended use as stated within the report. I am not responsible for the unutilized or substantial use of this report. This report is not intended as an assurance the subject property is free of defects or negative conditions.

I appreciate the opportunity to assist you with this matter. Please contact me if you have any questions regarding the subject property or the analysis performed.

Sincerely,  


Stewart S. Stafford  
Licensed Certified General  
Real Estate Appraiser  
License No. 01-604

**AN APPRAISAL REVIEW REPORT**  
OF AN  
APPRAISAL REPORT BY STEWART S. STAFFORD  
OF THREE UNIMPROVED SITES  
LOCATED:  
ON THE SOUTH SIDE OF OLD WHITE ROAD  
WEST POINT, CLAY COUNTY, MISSISSIPPI 39773

PREPARED FOR THE EXCLUSIVE USE OF  
MR. RANDOLPH JONES, CHIEF ADMINISTRATIVE OFFICER  
CITY OF WEST POINT  
POST OFFICE BOX 1117  
WEST POINT, MISSISSIPPI 39773-1117

DATE OF REVIEW REPORT  
APRIL 13, 2020

REVIEW REPORT PREPARED BY  
JANE ANNA WAIDE  
WAIDE APPRAISALS, LLC  
A COMMERCIAL REAL ESTATE APPRAISAL FIRM  
1111 YORKSHIRE ROAD  
STARKVILLE, MISSISSIPPI 39779

**WAIDE APPRAISALS, LLC**  
A COMMERCIAL REAL ESTATE APPRAISAL FIRM  
1111 YORKSHIRE ROAD  
STARKVILLE, MISSISSIPPI 39779  
PHONE: 662-392-3937

April 13, 2020

Mr. Randolph Jones, Chief Administrative Officer  
City of West Point  
Post Office Box 1117  
West Point, Mississippi 39773-1117

Re: Technical Review for Quality, Credibility, and USPAP Compliance of:  
An appraisal report of three unimproved sites  
Located on the south side of Old White Road  
West Point, Clay County, Mississippi 39773  
Appraisal Completed by: Stewart S. Stafford, 01-604

Dear Mr. Jones:

In response to your request and authorization, I have reviewed the aforementioned appraisal for compliance with the *Uniform Standards of Professional Appraisal Practice (USPAP)* and the quality of work performed. I have developed an opinion as to whether the opinions and conclusions are credible within the context of the requirements applicable to that work. Readers of this review should note the original appraisal prepared by Mr. Stewart S. Stafford is made part of this review report and this review report cannot be understood properly without having a complete copy of his original appraisal.

Stewart S. Stafford and Jane Anna Waide are both Mississippi Certified General Appraisers; therefore, this review is performed under the *Uniform Standards of Professional Appraisal Practice (USPAP 2019-2021 edition)*. As stated in Standard 3 and Standard 4 (which deal with appraisal review, development, and reporting) of the *Uniform Standards of Professional Appraisal Practice* - "In developing an appraisal review assignment, an appraiser acting as a reviewer must identify the problem to be solved, determine the scope of work necessary to solve the problem, and correctly interpret research and analyses necessary to produce a credible appraisal review. In reporting the results of an appraisal review assignment, an appraiser acting as a reviewer must communicate each analysis, opinion, and conclusion in a manner that is not misleading."

An additional comment worth noting from USPAP is: "Consistent with the reviewer's scope of work, the reviewer is required to develop an opinion as to the completeness, accuracy, adequacy, relevance, and reasonableness of the analysis in the work under review, given law, regulations, or intended user requirements applicable to the work under review." The work under review is acceptable in regards to these factors.

This is a desk review; I did not inspect the property or verify the data utilized in appraisal. I reviewed the appraisal and have conducted an analysis that has enabled me to form an opinion as to the adequacy and relevance of the appraisal work done. The purpose of this analysis is to make a recommendation as to whether or not the appraisal represents a credible market value opinion and has followed USPAP. I have not relied upon any other information other than what was provided and set forth in the original report under review.

TBD

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- There is a final reconciliation to the approaches to value and the reasoning presented is logical.
- A certification is contained in the Addenda, as well as a more detailed Scope of Work undertaken in this review report.
- Below is a summary of the appraisal report under review:
  - o The subject is three unimproved sites, situated on three separate parcels which are identified as parcels 08ZD215C0090000, 08ZD215C0100000, and 08ZD215C0100100 in Clay County.
  - o The appraiser described the physical characteristics of each parcel. The current owner is stated as Patricia Robinson. The appraiser noted that a mobile home was on a portion of the subject property. He estimated that a cost of \$100,000 is applicable to the mobile home, and a value of \$6,000 is attributable to the mobile home.
  - o Highest and Best Use "As Vacant": Single Family Residential Development
  - o Highest and Best Use "As Improved": Not applicable.
  - o The sales history discussion indicated that the property is not known to be currently listed or under contract for sale, and the property is not known to have been recently offered for sale. No agreements are known to be in place regarding the property.
  - o The sales comparison approach was developed by utilizing 4 comparable land sales. The comparable sales ranged from \$3,800 to \$15,755 per acre. This approach had acceptable discussion and support, with the quantity and quality of data being acceptable, and the appraiser noted additional supporting documentation was retained in his files.
  - o The cost approach and income approach were not developed, with the sales comparison approach noted as the only applicable approach.
  - o In the reconciliation, the appraiser reconciled to the following values:

Tract Parcel Number	Estimated Acreage	Value Contribution
08ZD215C0090000	0.75 Ac	\$ 11,500
08ZD215C0100000	0.53 Ac	\$ 5,200
08ZD215C0100100	0.50 Ac	\$ 1,799

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**Conclusion**

Therefore, from the review of the report, I concur with the methodology and appropriateness of the methods and techniques used in the overall valuation of the property. It is my opinion that the content of the appraisal is reported as required and is outlined in Standards 1 & 2 of the Uniform Standards of Professional Appraisal Practice, which is the current standard for appraisal reporting. The presentation and reasonableness of the work under review appears to comply with the standards described and the analysis is presented in a competent manner. The value conclusion appears to be adequately supported and reasonable considering the data and information contained in the appraisal report and noted as being in the appraiser's files. Given all of the aforementioned, the report and conclusions are viewed to be credible and compliant and my final recommendation is acceptance of the indicated appraisal report.

My certification is attached along with other exhibits. I trust this appraisal review is adequate for your present needs. If you have any further questions please do not hesitate to give me a call.

Respectfully submitted,

*Anna Waide*  
 Anna Waide  
 Mississippi Certified General Real Estate Appraiser - License #GA-1210

File #200122

Selectman Keith McBrayer made a motion to authorize purchase of the three (3) tracts of land and one (1) residence identified in the appraisals and allow the CAO to coordinate necessary title searches, execute necessary property deed transfers, and contract lease agreement. Selectman Ken Poole seconded the motion.

Hearing no further discussion, the Mayor called for the vote and the vote was as follows:

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

Motion Carried.

The Mayor next called up the matter of a motion to return to open session.

Selectman Jasper Pittman made the motion to return to open session. Selectwoman Leta Turner seconded the motion.

Hearing no further discussion, the Mayor called for the vote and the vote was as follows:

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

Motion Carried.

**TBD**

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The Mayor next reported in open session of the Board's unanimous decision to purchase the three (3) tracts of land identified in the appraisals, including one residence at the foregoing appraised values.

The Mayor next called up the matter Chief Avery Cook recommendation to accept the resignation from Officer La'Corey R. Tate, effective April 13, 2020.

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

Hearing no further discussion, the Mayor called for the vote and the vote was as follows:

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

Motion Carried.

The Mayor next called up the matter to consider Chief Avery Cook recommendation to hire Michael Stewart Banks as a police officer, said officer is already certified. Selectwoman Leta Turner made the motion. Selectman Jasper Pittman seconded the motion.

Hearing no further discussion, the Mayor called for the vote and the vote was as follows:

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

Motion Carried.

Selectman Jasper Pittman made the motion to adjourn. Selectman Ken Poole seconded the motion.

Hearing no further discussion, the Mayor called for the vote and the vote was follows:

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

Motion Carried.

Meeting Adjourned

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Harmon A. Robinson, Mayor

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Eddie A. Longstreet, City Clerk

**TBD**

**A RESOLUTION OF THE BOARD OF MAYOR AND SELECTMEN OF THE CITY OF WEST POINT, MISSISSIPPI, DECLARING A CIVIL EMERGENCY, AND FOR THE CONTROL OF CONTAGIOUS AND INFECTIOUS DISEASES, AND RELATED PURPOSES**

**WHEREAS**, on March 14, 2020, pursuant to the Constitution of the State of Mississippi and Miss. Code Ann. §33-15-11(b)(17), Governor Tate Reeves declared a State of Emergency existed in the State of Mississippi as a result of the outbreak of COVID-19; and

**WHEREAS**, on January 31, 2020, the United States Department of Health and Human Services Secretary Alex Azar declared a public health emergency for COVID-19 beginning on January 27, 2020; on March 11, 2020, the World Health Organization characterized COVID-19 as a pandemic; and on March 13, 2020, the President of the United States declared a nationwide state of emergency due to the coronavirus COVID-19 pandemic; and

**WHEREAS**, on March 17, 2020, the City of West Point, through its Board of Mayor and Selectmen of the City of West Point, adopted a Resolution of Existence of Local Emergency due to the coronavirus COVID-19 pandemic; and

**WHEREAS**, the emergence and risk of spread of COVID-19 within Mississippi constitutes a public emergency that has resulted in substantial injury or harm to life, health, and property within Mississippi, and in the City of West Point, and COVID-19 has already been detected in numerous individuals in multiple counties throughout the State; and

**WHEREAS**, on March 11, 2020, the Mississippi State Department of Health confirmed the first presumptive case of COVID-19 in Mississippi, and as of March 23, 2020, there were at least 249 confirmed cases of COVID-19 in Mississippi, resulting in at least one death; and

**WHEREAS**, the State of Mississippi and the City of West Point are being adversely affected by the outbreak of the novel coronavirus, COVID-19, and there exists a continued threat to the public's safety, private property and the social and economic welfare of this City and State; and

**WHEREAS**, the Centers for Disease Control (CDC) guidelines for responding to COVID-19 recommends avoiding crowds or gatherings of more than 10 people, with special risks to older adults and individuals with serious chronic medical conditions or co-morbidities; and

**WHEREAS**, the governmental authority of the City of West Point has reviewed and accepts the findings and recommendations of the CDC; and

**WHEREAS**, the City of West Point is populated by a substantial number of both older adults and others with special risks, as well as individuals who travel broadly and frequently, and there are residents involved in the provision of health-related services, to include employees and staff of a full-service hospital and several long term care facilities; and

**WHEREAS**, Section 45-17-3 of the Mississippi Code allows the City to proclaim a civil emergency if it determines that a natural disaster which has caused death or injury has occurred; and

**WHEREAS**, the Board of Mayor and Selectmen of the City of West Point finds that COVID-19 is a natural disaster which has caused and will continue to cause injury, illness and/or death to persons to such an extent that extraordinary measures must be taken to protect the public health, safety, and welfare of citizens and visitors to the City of West Point; and

**WHEREAS**, Section 45-17-7 of the Mississippi Code allows the Board of Mayor and Selectmen of the City of West Point, after declaration of a civil emergency and in the interest of the public safety and welfare, to issue such orders as are necessary for the protection of life of citizens and visitors to the City of West Point, Mississippi; and

**WHEREAS**, Section 21-19-3 of the Mississippi Code allows the Board of Mayor and Selectmen of the City of West Point to make regulations to prevent the introduction and spread of contagious or infectious diseases; to make quarantine for this purpose and enforce the same within five miles of the corporate limits; and

**WHEREAS**, Section 21-19-17 of the Mississippi Code allows the Board of Mayor and Selectmen of the City of West Point to restrict movement for public safety and grants the Board of Mayor and Selectmen of the City of West Point the power to make such regulations as are necessary to protect the health and lives and to enhance the general welfare of the community by restricting such movements of its citizens, or any group thereof, when there is eminent danger to the public safety because of freedom of movement thereof; and

**WHEREAS**, Section 21-19-29 of the Mississippi Code allows the Board of Mayor and Selectmen of the City of West Point to regulate the entrances to public halls and buildings, and the way of ingress and egress to and from the same.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF MAYOR AND SELECTMEN OF THE CITY OF WEST POINT**, that the City hereby adopts the following emergency measures that shall take effect immediately and remain in effect until rescinded by the Board of Mayor and Selectmen, to protect the public health, safety, and welfare of the community from the spread of a contagious or infectious disease and to eliminate or limit injuries or deaths that may occur in the absence of such measures:

Section 1: Effective immediately, and continuing until further action by the Board of Mayor and Selectmen, no gatherings of more than ten (10) people may occur or be held within the boundaries of the City of West Point, including, but not limited to: bars, dance halls, gymnasiums or fitness centers, outdoor recreational or sports facilities, meetings of social, fraternal and civic organizations, barbershops, hair salons, beauty shops, nail salons, funerals or weddings, with the exception of those establishments providing necessary products and services such as health care facilities or clinics, nursing homes, pharmacies, grocery stores, gas stations, banks, food marts, convenience stores, discount or dollar stores, child care facilities, laundry mats, and manufacturers located in commercial or industrial districts.

Section 2: Restaurants now will be limited to 50% (percent) of their allowable seating occupancy, provided social distancing can be maintained between dining parties, will adhere to all requirements as directed by Executive Order, and may serve food using drive-through or curbside pickup or delivery methods.

Section 3: Effective immediately, and continuing until further action by the Board and Mayor and Selectmen, all businesses, agencies, manufacturers and units of government located within the City of West Point and employing ten (10) or more employees in any one business location shall take all reasonable measures to ensure that such businesses comply with CDC recommendations and guidance and implement appropriate safeguards to prevent the spread of infectious disease, including but not limited to: mandating social distancing, sending home and actively encouraging sick employees to stay home, separating and sending home employees who appear to have respiratory illness symptoms, emphasizing work-from-home where possible, mandating respiratory etiquette and proper hand hygiene, maintaining clean and sanitary workplaces, cautioning employees regarding travel and taking all such additional measures to prohibit and/or reduce the spread of infectious disease, and especially COVID-19.

Section 4. Effective 12:00 p.m. Monday, May 11, 2020 all retail businesses open to the public shall require their employees and customers over the age of six (6) years to wear face coverings. Employees and customers shall properly wear face coverings insuring coverage of the nose and mouth. Facilities managers must provide adequate supervision, including door monitors to ensure employees and customers entering business facilities comply with face coverings and prohibit entrance to those not in compliance.

Section 5. Contrary to the Governor's Executive Order #1478, all City Parks are to remain closed with the exception of the walking trails at Marshall and Zuber Parks, and the Kitty Dill Memorial National Walking Trail on which social distancing is to be maintained.

Section 6: Any violation of this Ordinance shall be punished by a fine not exceeding One Thousand Dollars (\$1,000.00) or imprisonment for a term not exceeding ninety (90) days, and the cost of prosecution, or by both such fine and imprisonment, in the discretion of the municipal judge, except as provided otherwise by state law. Each such violation is a separate offense.


Section 7: The City may issue such other orders as are necessary for the protection of life and liberty.

Selectman Binder made the motion to adopt the foregoing Resolution. The motion was seconded by Selectwoman Pittman, said Resolution having been reduced to writing at a specially called meeting of the Board of Mayor and Selectmen for the City of West Point, Mississippi, held on May 5, 2020, which was read, considered, debated and ultimately adopted, paragraph by paragraph, section by section, then as a whole, and the question being put to a vote, the results were as follows:

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

Motion Carried.



  
Harmon A. Robinson, Mayor

  
Eddie A. Longstreet, City Clerk