

TOWN OF CARROLLTON
BOARD MEETING
Tuesday, April 7, 2020

Present:

Mayor: Pamela Lee

Aldermen: Present: Susan Dunn
Warren Long
Allen Lee
Ryan Jackson

Absent: Tommy Goodman

Also present: David Watson

Be it remembered the Mayor and Board of Alderman met in regular session on Tuesday, April 7, 2020, at 6:00 p.m. Mayor Lee called the meeting to order and opened with prayer.

The first order of business was on a motion by Alderman Jackson, seconded by Alderman Dunn and unanimously approved to accept the Agenda for April 7, 2020 meeting.

David Watson of 18524 Highway 82, met with the Board to request an extended amount of time to pay his excessively high water bill (\$1096.68) due to a leak on his property. Mr. Watson stated he could pay at least \$100. a month and possibly extra money some months until the bill is paid. A motion was made by Alderman Jackson, seconded by Alderman Long and unanimously approved for Mr. Watson to pay at least \$100. a month plus the current monthly water bill until paid in full.

A motion was made by Alderman Long, seconded by Alderman Dunn, and unanimously approved to dispense with the reading of the March 2020, minutes and accept as printed.

Galen Shumaker, water operator, gave the following reports to Mayor Lee prior to the meeting:

- Preparing the paperwork to complete the MEMA project at the well yard. The project is in the Historical District therefore Mississippi Department of Archives and History has to sign off on the project.

A motion was made by Alderman Lee, seconded by Alderman Jackson and unanimously approved to pay bills as presented.

Mayor Lee gave the following reports:

- Fire Department Report – check notebook for details
- Garbage can replacements – Cherokee Rose Garden Club sent a check for \$125. This would buy 1 metal can or all 10 cans in plastic. Garden club said it would be fine with them to buy plastic.
- 2020 Census – People with PO Boxes have not received info on Census. Talked to Titus Braboy who met with us last year. He recommends filling them out without ID# the Census will eventually send out. Deadline is August.
- Beat 2 Supervisor and workers were repairing the road and ditch at 112 Lexington Street and dug into a gas line.
- The area at the well yard where limbs are stored is full. Josh Hurst, Beat 2 Supervisor, said he would have his workers pick the limbs up next week.

Alderman Jackson reported from the Zoning/Historic Preservation Review Committee meeting in March. The committee is working on a building/new structure permit and appropriate fees for the permit. Mayor Lee provided an example of a building permit that can be produced at the office.

Mayor Lee reported for the Historic Preservation Committee. Committee received inquiries from Jessica Bowlin for repairs to the Brewer house, and the Justice Court Office for glass partition between staff and clients. Committee received and approved a COA from the Carrollton Baptist Church for the playground. Copies of the Zoning and Historical Preservation ordinances were given to Tim Williams, new owner of Cedar Hill.

At the February Board Meeting, Mayor Lee reported that the Carrollton Presbyterian Church had requested that the Town pay half of the expense of replacing parts of sidewalk in front of church that are dangerous and the Town's part would be less than \$500. Since the amount was less than \$500, the Mayor agreed. Lee Mattox of the Carrollton Presbyterian Church called in early March and stated that more of the sidewalk broke when they were cutting out the bad parts and there was an additional \$679 expense. A motion was made by Alderman Long to pay \$1179. for the sidewalk repair. The motion passed with Alderman Lee and Jackson voting in favor, and Alderman Dunn voting against. Exhibit A

The District 3 Regional Hazard Mitigation Plan is updated every five years. There is a fee to update the plan. Ken Strachan, Carroll County Emergency Management Director, negotiated a deal for the Town to participate with the County and would not have to pay a separate fee. A motion was made by Alderman Jackson, seconded by Alderman Long and unanimously approved to participate in the 2020 Update of the District 3 Regional Hazard Mitigation Plan and to designate Mayor Lee as representative in all matters pertaining to the plan.

A motion was made by Alderman Dunn, seconded by Alderman Long and unanimously approved to adopt the Proclamation of Existence of A Local Emergency for Carrollton, a continuation of the original proclamation, caused by Covid-19. Exhibit B

The Board considered an order authorizing the Mayor to send home and/or instruct employees not to report to work for a non-disciplinary action. Regular wages would continue. A motion was made by Alderman Lee, seconded by Alderman Jackson and unanimously approved to table the discussion until the April Board Meeting.

Sandy Williams, Town Clerk, requested to work from home during Governor Reeves executive order to shelter in place to slow the spread of Covid-19. She can take the computer and necessary supplies home and continue to do the Town's work there. The phone can be forwarded to her cell phone so calls can still be answered. Closing the office to the public and working from home is part of the Contingency Operation Plan. A motion was made by Alderman Jackson, seconded by Alderman Lee and unanimously approved for the Town Clerk to work from home. Exhibit C

State law requires the Town Board to set the cost of the Transient Vendor's Fee and renewal fee for all vendors who set up in town other than for festivals. The initial fee is valid for 3 months and can be renewed once. State law allows for fees to be as much as \$250 with renewals up to \$25. North Carrollton charges \$20, the cost of a regular privilege fee for a brick and mortar business with 3 or fewer employees. Prepared food would bring in the additional 2% tax. A motion was made by Alderman Lee to set the Transient Vendor fee at \$20, with a renewal fee of \$10. The motion passed with Alderman Long and Dunn voting in favor, and Alderman Jackson voting against.

The EWP project is completed and funds have been received and paid on the joint loan(EWP and SMLP) at the Bank of Commerce. SMLP project lacks paving on Peavy Street. Kyle Grubbs of Willis Engineering, said it will likely be three more weeks before Double S Construction can start the paving on Peavy Street. The loan is accruing interest daily. Alton Turnipseed, Town Accountant, made the suggestion to repay the excess money (\$75,784.60) borrowed for the EWP project, to pay \$10,000. from SMLP project and \$42,500. from the General Fund for the Town's match toward the loan principle and minimize interest accrual. The loan then would have a balance of \$50,832.37, that will be reimbursed from the SMLP project. A motion was made by Alderman Long, seconded by Alderman Jackson and unanimously approved to repay the loan at Bank of Commerce for the EWP and SMLP projects per Mr. Turnipseed's plan. Exhibit D

During the process of Harold Floyd Heating and Air replacing the H/AC unit at the Community House, Mr. Floyd examined a damaged log behind the a/c unit and suggested it might be termite damage. Terminix inspected and agreed. That log is the only one with an active swarm. Some old termite damage was found inside in the same area. Terminix basic termite service plan for 2 years will be \$2,463.30 with a yearly renewal fee of \$321.30 beginning the 3rd year. They will go ahead and spray and give us 120 days to pay since the Community House cannot be rented due to Covid-19. A motion was made by Alderman Jackson, seconded by Alderman Long and unanimously approved to enter into a termite contract with Terminix for the Community House.

After discussion, Alderman Jackson made a motion to rescind the approval to enter into a termite contract with Termini for the Community House and to solicit bids for pest control and

termite control contracts for Town Hall and the Community House, Alderman Lee seconded the motion and was passed unanimously.

The first phase of the Community House H/AC project is on track to be completed within the original grant time with only paperwork left to complete. Mayor Lee is investigating costs to complete the upgrade of the H/AC, checking and replacing the electrical as needed, replacing the log on the back, and painting the outside according to Mississippi Department of Archives and History recommendations. The Town may be eligible for a Community Facilities Direct Loan or Grant for this work. A motion was made by Alderman Long, seconded by Alderman Lee and unanimously approved for Mayor Lee to proceed with gathering information for a Direct Loan or Grant from USDA.

A motion was made by Alderman Lee, seconded by Alderman Dunn and unanimously approved to accept the bid from Double S, Inc. in the amount of \$125,792.50 for the Washington Street Overlay project. Exhibit E

There being no further business to come before the Board a motion was made by Alderman Dunn, seconded by Alderman Lee and unanimously approved to adjourn until Tuesday, May 5, 2020.

Sandra Williams, Town Clerk

Pamela R. Lee, Mayor