

TOWN OF CARROLLTON

P. O. Box 181
Carrollton, Mississippi 38917
662-237-4600

Mayor:

Pamela Lee

Town Clerk:

Carol Jo Coleman

Aldermen:

Clint Gee
Tommy Goodman
Warren Long
Bo Milton
Daphne Williams

Agenda Draft for July 2, 2024

1. Bring meeting to order and prayer
2. Approve Agenda
3. Guest Speakers
 - a. Lora Hunter – Century Construction Services
4. Minutes of last meeting
5. Galen Shumaker
6. Approve bills
7. Reports:
 - a. Backyard Summer BBQ event
 - b. Farmers Market
 - c. Masonry Repointing - process
 - d. Annual MML report – Kamstrup meter brochure, things to do/not to do in the last 6 months in office, found a source of free wild flower seeds to plant around the old bridge pier
 - e. No lists were received in time for Double H Services to give bids on
 - f. Signs re Town Use 8 am-3 pm ordered to go on existing posts – \$80.63 total
 - g. Spoke with Hwy Commissioner John Caldwell about putting a Carrollton brown historic signs on I55.
 - h. Carrollton Historic Preservation Commission approved the removal of trees at the Courthouse and at The Oaks.
8. Unfinished Business:
 - a. .MDOT Sidewalk Authorization approval
9. New Business:
 - a. Workshop for new budget later in July so we can vote on the proposed budget and hold the public meeting in August so we can vote on the final budget in September. What Date would work for you?
 - b. *Cherokee Rose Garden Club have secured a design for an updated face for the smaller historic Carrollton signs the town put up many years ago. I have a picture of design. I told them they needed your approval to change the colors. They also wanted to know if the town would pay for the signs.
10. Adjourn

TOWN OF CARROLLTON
BOARD MEETING
Tuesday, July 2, 2024

Present: Mayor: Pamela Lee Clerk: C.J. Coleman

Aldermen: Present: Clint Gee
Tommy Goodman
Warren Long
Bo Milton
Daphne Williams

Others Present: Lora Hunter, Century Construction Services
Students Garrett, Mary Ratcliff, Emerson, and Carsen Lee

Be it remembered the Mayor and Board of Alderman met in regular session on Tuesday, July 2, 2024. Mayor Lee called the meeting to order and Alderman Long opened with prayer.

The first order of business was a motion by Alderman Milton, seconded by Alderman Williams and unanimously approved to accept the Agenda for the meeting.

The Mayor introduced Lora Hunter with Century Construction Services to discuss two new services they offer: Emergency Management and Construction Management. Following her presentation, the Board discussed each service and agreed that the Town should continue this discussion.

A motion was made by Alderman Milton, seconded by Alderman Williams, and unanimously approved to dispense with the reading of the minutes from the previous and accept as emailed and printed.

Galen Shumaker, water operator, gave the following reports:

- Regarding the water leak at the fire hydrant on the corner of E Jackson and Green, he presented three options. [1] To simply repair the leak [2] To repair the leak and install valves that would allow better control of water during repairs across the town. He also presented the cost of each option. [3] In addition to option 2, to install a 6" line from that hydrant to the hydrant on the corner of W Jackson and Lexington to create the best water control during repairs. On motion by Alderman Milton, seconded by Alderman Williams, the Board unanimously chose option 2 and asked Mr. Shumaker to bring the cost of boring the line in option 3 to the next meeting.
- On motion by Alderman Milton, seconded by Alderman Long, the Board unanimously voted not to renew membership in the Mississippi Rural Water Association.
- Clerk Coleman and Mr. Shumaker presented an issue on County Road 322 where a meter had been locked since January for non-payment for water in the amount of \$439.08. The current owner on record asked what was required turn the water back on and was told the bill owed and the \$50 unlock fee had to be paid in full. The next meter reading revealed our lock had been cut, allowing the current residents to steal water which adds \$60 for replacing the lock to the cost of unlocking the meter for legal use. The meter was locked again July 2. On motion by Alderman Goodman, seconded by Alderman Milton, the Board unanimously agreed to ask the Sheriff to go with the water operator to check on the meter next week. In the meantime, the Mayor will contact our attorney and the Justice Court Judge to see what other options are available if the lock is cut again.

A motion was made by Alderman Milton, seconded by Alderman Long, and unanimously approved to pay the usual and customary bills as presented.

Mayor Lee gave the following reports:

- The June 22 Backyard Summer BBQ event was successful. When asked for suggestions, the Board said more BBQ vendors and an earlier date.
- The Farmers Market on Thursday at the Courthouse is successful.
- MML Annual Conference –pier – Board agreed to request free wildflower seed for area around the bridge.
- Signs for town hall parking have been ordered. Alderman Goodman requested we get more one-way signs for College & Hafner.
- In discussion with Hwy Commissioner John Caldwell about I55 signs indicating Historic Carrollton.
- Carrollton Historic Preservation Commission approved the removal of trees at the Courthouse and The Oaks.

Unfinished Business:

- On motion by Alderman Milton, seconded by Alderman Long, the Board unanimously authorized Mayor Pamela Lee to initiate and request activation to the Mississippi Department of Transportation and to enter into a Memorandum of Agreement between the Town of Carrollton and the Mississippi Transportation Commission pending award of the following project Sidewalks along a portion of Lexington Street in Carrollton, Mississippi.

New Business:

- A work meeting to look at the 2024-2025 budget was set for July 25 at 6 pm.
- The Cherokee Rose Garden Club asked permission to change the color scheme of the Town's smaller welcome signs on Highway 82 to turquoise and white. They asked if the town would pay for the change at \$725 per sign with an additional \$200 per sign for reflective lettering. On motion by Alderman Goodman, seconded by Alderman Gee, the Town agreed unanimously to pay for the additional reflective lettering but not the cost of the signs themselves.
- The Board approved completing an MSU Small Town Revitalization Survey with possible funding for projects.
- The Board reviewed and on motion by Alderman Milton, seconded by Alderman Williams, unanimously approved
 - the July 2024 Quarterly report,
 - the MCWI Memorandum of Understanding for the water meter project,
 - the Resolution adopting the Uniform Guidance Procurement Policy and 2CFR Procurement Policy

There being no further business to come before the Board a motion was made by Alderman Long, seconded by Alderman Gee, and unanimously approved to adjourn until Tuesday, August 6, 2024.

Carol Jo Coleman, Town Clerk

Pamela R. Lee, Mayor

RESOLUTION ADOPTING THE TOWN OF CARROLLTON'S UNIFORM GUIDANCE PROCUREMENT POLICY, AND 2CFR PROCUREMENT POLICY

The motion to approve was made by Alderman Milton and duly seconded by Alderman Williams, with the following roll call vote.

Alderman Gee – aye

Alderman Goodman – aye

Alderman Long – aye

Alderman Milton – aye

Alderman Williams – aye

A RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN OF THE TOWN OF CARROLLTON, MISSISSIPPI, ADOPTING THE FOLLOWING FOR THE TOWN OF CARROLLTON:

UNIFORM GUIDANCE PROCUREMENT POLICY

2CFR PROCUREMENT POLICY (APPENDIX II TO PART 200)

WHEREAS, these documents relate to the town of Carrollton Water Meter Improvements MCWI project number 170-1-DW-5.15 to replace the existing water meters and

WHEREAS, the Minutes of the Town of Carrollton Board of Aldermen meeting reflect that the Town shall be assisted in the completion of this project by Willis Engineering.

THEREFORE, this Resolution is Adopted and Approved, this the 2nd day of July 2024.

Pamela Lee, Mayor

Town Clerk