



## BOARD OF ALDERMEN REGULAR MEETING

October 18, 2022

6:00 PM

Board Room • 119 W 8th Ave, Petal MS

### MINUTES

#### CALL TO ORDER

##### Roll Call, Invocation, Pledge of Allegiance

##### PRESENT

Mayor Tony Ducker  
Alderman Drew Brickson  
Alderman Craig Bullock  
Alderman Mike Lott  
Alderman Blake Nobles  
Alderman Gerald Steele  
Alderman Craig Strickland  
Alderman Steve Stringer

Invocation was offered by Craig Strickland

Pledge of Allegiance was recited.

#### ADOPT AGENDA

Motion made by Alderman Stringer, Seconded by Alderman Nobles.

Voting Yea: Alderman Brickson, Alderman Bullock, Alderman Lott, Alderman Nobles, Alderman Steele, Alderman Strickland, Alderman Stringer

#### CONSENT AGENDA

- Minutes - Regular Meeting of October 4, 2022
- Proofs of Publication
  - Public Notice - N Main St
  - Public Notice - 919 Sunrise Rd
  - Public Notice - 39 Char Lane
- Municipal Compliance Questionnaire FY2022 - "Exhibit A"
- Revenue & Expenditures for Sept. 2022
- Utility Aging - August 2022
- Utility Billing Aging September 2022

Motion made by Alderman Stringer, Seconded by Alderman Bullock.

Voting Yea: Alderman Brickson, Alderman Bullock, Alderman Lott, Alderman Nobles, Alderman Steele, Alderman Strickland, Alderman Stringer

#### PUBLIC COMMENT

Jodie Brickson - Petal Arts Council; addressed the board regarding upcoming events during Shop Petal First in November.

Nov 17 @ 6:30 - Shop Petal First Extravaganza, Festival of Trees after the parade on Dec. 3

#### PROCLAMATIONS & RESOLUTIONS

Request to adopt Proclamation declaring October as Breast Cancer Awareness month.

Exhibit "B"

Proclamation

Motion made by Alderman Stringer, Seconded by Alderman Strickland.

Voting Yea: Alderman Brickson, Alderman Bullock, Alderman Lott, Alderman Nobles, Alderman Steele, Alderman Strickland, Alderman Stringer

#### BIDS — QUOTES

#### OLD BUSINESS

#### GENERAL BUSINESS

Request to adopt order hiring Jason Bordelon full time as a 1st Class Firefighter at a rate of \$12.8205 pending drug screen/physical.

ORDER

Whereas the Mayor and Board of Aldermen  
Of the City of Petal deem it necessary to  
Hire a fulltime firefighter

It is hereby ordered that Jason Bordelon  
Be hired Full Time as 1<sup>st</sup> Class Firefighter  
At a rate of \$12.8205 per hour effective  
October 21, 2022

So ordered this the 18<sup>th</sup> day of October 2022

Motion made by Alderman Stringer, Seconded by Alderman Strickland.

Voting Yea: Alderman Brickson, Alderman Bullock, Alderman Lott, Alderman Nobles, Alderman Steele,  
Alderman Strickland, Alderman Stringer

Request to accept the resignation of Kenneth Merrill in the Street Dept effective Sept. 30, 2022.

Motion made by Alderman Stringer, Seconded by Alderman Steele.

Voting Yea: Alderman Brickson, Alderman Bullock, Alderman Lott, Alderman Nobles, Alderman Steele,  
Alderman Strickland, Alderman Stringer

Request to pay C B Developers full and final payment in the amount of \$65,587.35 for Chappell Hill Rd. Pipe Replacement per Shows, Dearman & Waits recommendation.

Motion made by Alderman Nobles, Seconded by Alderman Strickland.

Voting Yea: Alderman Brickson, Alderman Bullock, Alderman Lott, Alderman Nobles, Alderman Steele,  
Alderman Strickland, Alderman Stringer

Request to grant variances for property located at 10 Edgemere Blvd, Parcel# 3-031C-06-001.02 reducing the front setback for the driveway from 25' to 19'6" and reduce the rear setback from 20' to 13' per the Planning Commission recommendation.

Motion made by Alderman Strickland, Seconded by Alderman Bullock.

Voting Yea: Alderman Brickson, Alderman Bullock, Alderman Lott, Alderman Nobles, Alderman Steele,  
Alderman Strickland, Alderman Stringer

Request to DENY variance requests for property located at 307 Cassil St, Parcel #3-030G-01-164.00 per the Planning Commission recommendation.

Motion made by Alderman Steele, Seconded by Alderman Stringer.

Voting Yea: Alderman Brickson, Alderman Bullock, Alderman Lott, Alderman Nobles, Alderman Steele,  
Alderman Strickland, Alderman Stringer

Request to pay Estimate #2 in the amount of \$83,697.37 to Greenbriar for McSwain Water Improvements per Shows, Dearman & Waits recommendation.

Motion made by Alderman Bullock, Seconded by Alderman Brickson.

Voting Yea: Alderman Brickson, Alderman Bullock, Alderman Lott, Alderman Nobles, Alderman Steele,  
Alderman Strickland, Alderman Stringer

Request to adjust water services billed to 306 Ford Dr in the amount of \$1024.00 due to a leak.

Motion made by Alderman Bullock, Seconded by Alderman Strickland.

Voting Yea: Alderman Brickson, Alderman Bullock, Alderman Lott, Alderman Nobles, Alderman Steele,  
Alderman Strickland, Alderman Stringer

Request to grant relief from Subdivision Regulations for new commercial development at the corner of Fairchild Dr. and Evelyn Gandy Pkwy.

Motion made by Alderman Strickland, Seconded by Alderman Steele.

Voting Yea: Alderman Brickson, Alderman Bullock, Alderman Lott, Alderman Nobles, Alderman Strickland,

Alderman Stringer  
Voting Nay: Alderman Steele

**SEMINARS & TRAVEL**

Request for Mike Trest and Amy Heath to attend MS811 Summit in Biloxi, MS on Nov. 2 - 4, 2022. Total cost: \$723.17 each.

Motion made by Alderman Stringer, Seconded by Alderman Bullock.  
Voting Yea: Alderman Brickson, Alderman Bullock, Alderman Lott, Alderman Nobles, Alderman Steele, Alderman Strickland, Alderman Stringer

**ORDERS & ORDINANCES**

Request to adopt order increasing the rate of pay for Phil Hamilton to \$16.50 per hour effective Oct. 19, 2022.

Order  
Whereas the Mayor and Board of Aldermen  
Of the City of Petal deem it necessary to  
Increase the rate of pay for Phil Hamilton  
In the Street Dept.

It is hereby ordered that Phil Hamilton  
Be raised to \$16.50 per hour effective  
October 19, 2022

So ordered this the 18<sup>th</sup> day of October

Motion made by Alderman Stringer, Seconded by Alderman Nobles.  
Voting Yea: Alderman Brickson, Alderman Bullock, Alderman Lott, Alderman Nobles, Alderman Steele, Alderman Strickland, Alderman Stringer

Request to adopt order raising the rate of pay for William Criddle to \$16.00 per hour effective Oct. 19, 2022.

Order  
Whereas the Mayor and Board of Aldermen  
Of the City of Petal deem it necessary to  
Increase the rate of pay for William Criddle  
In the Street Dept.

It is hereby ordered that William Criddle  
Be raised to \$16.00 per hour effective  
October 19, 2022

So ordered this the 18<sup>th</sup> day of October

Motion made by Alderman Stringer, Seconded by Alderman Strickland.  
Voting Yea: Alderman Brickson, Alderman Bullock, Alderman Lott, Alderman Nobles, Alderman Steele, Alderman Strickland, Alderman Stringer

**MAYOR'S REPORT**

Request to clear the room to determine the need for executive session.

Motion made by Alderman Stringer, Seconded by Alderman Bullock.  
Voting Yea: Alderman Brickson, Alderman Bullock, Alderman Lott, Alderman Nobles, Alderman Steele, Alderman Strickland, Alderman Stringer

Request to enter into executive session to discuss prospective purchase of real property.

Motion made by Alderman Stringer, Seconded by Alderman Bullock.  
Voting Yea: Alderman Brickson, Alderman Bullock, Alderman Lott, Alderman Nobles, Alderman Steele, Alderman Strickland, Alderman Stringer

Request to adjourn executive session.

Motion made by Alderman Stringer, Seconded by Alderman Bullock.  
Voting Yea: Alderman Brickson, Alderman Bullock, Alderman Lott, Alderman Nobles, Alderman Steele, Alderman

Strickland, Alderman Stringer

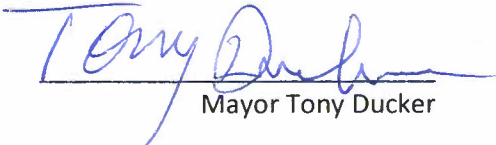
**CONSIDERATION OF COMMITTEE, COMMISSION AND BOARD MATTERS**

**LEGAL**

**ADJOURN**

Motion made by Alderman Stringer, Seconded by Alderman Nobles.

Voting Yea: Alderman Brickson, Alderman Bullock, Alderman Lott, Alderman Nobles, Alderman Steele, Alderman Strickland, Alderman Stringer

  
Mayor Tony Ducker




  
Melissa Martin, City Clerk

Exhibit "A"

**Municipal Compliance Questionnaire**

As part of the municipality's audit, the governing authorities of the municipality must make certain assertions with regard to legal compliance. The municipal compliance questionnaire was developed for this purpose.

The following questionnaire and related certification must be completed at the end of the municipality's fiscal year and entered into the official minutes of the governing authorities at their next regular meeting.

The governing authorities should take care to answer these questions accurately. Incorrect answers could reduce the auditor's reliance on the questionnaire responses, resulting in the need to perform additional audit procedures at added cost.

**Information**

Note: Due to the size of some municipalities, some of the questions may not be applicable. If so, mark N/A in answer blanks. Answers to other questions may require more than "yes" or "no," and, as a result, more information on this questionnaire may be required and/or separate work papers may be needed.

- Name and address of municipality: City of Petal, 119 W. 8th Ave.  
Petal, MS 38465
- List the date and population of the latest official U.S. Census or most recent official census: 2020 - 11,010
- Names, addresses and telephone numbers of officials (include elected officials, chief administrative officer, and attorney): see attached
- Period of time covered by this questionnaire:  
From: 10/01/2021 To: 9/30/2022
- Expiration date of current elected officials' term: 6/30/2025

IV-B0

**MUNICIPAL COMPLIANCE QUESTIONNAIRE**  
Year Ended September 30, 20\_\_

Answer All Questions: Y - YES, N - NO, N/A - NOT APPLICABLE

**PART I - General**

- Have all ordinances been entered into the ordinance book and included in the minutes? (Section 21-13-13) yes
- Do all municipal vehicles have public license plates and proper markings? (Sections 25-1-87 and 27-19-27) yes
- Are municipal records open to the public? (Section 25-61-5) yes
- Are meetings of the board open to the public? (Section 25-41-5) yes
- Are notices of special or recess meetings posted? (Section 25-41-13) yes
- Are all required personnel covered by appropriate surety bonds?  
  - Board or council members (Sec. 21-17-5) yes
  - Appointed officers and those handling money, see statutes governing the form of government (i.e., Section 21-3-5 for Code Charter) yes
  - Municipal clerk (Section 21-15-38) yes
  - Deputy clerk (Section 21-15-23) yes
  - Chief of police (Section 21-21-1) yes
  - Deputy police (Section 45-5-9) (if hired under this law) yes
- Are minutes of board meetings prepared to properly reflect the actions of the board? (Sections 21-15-17 and 21-15-19) yes
- Are minutes of board meetings signed by the mayor or majority of the board within 30 days of the meeting? (Section 21-15-33) yes
- Has the municipality complied with the nepotism law in its employment practices? (Section 25-1-53) yes
- Did all officers, employees of the municipality, or their relatives avoid any personal interest in any contracts with the municipality during their term or within one year after their terms of office or employment? (Section 25-4-105) yes
- Does the municipality contract with a Certified Public Accountant or an auditor approved by the State Auditor for its annual audit within twelve months of the end of each fiscal year? (Section 21-35-31) yes

IV-B1

- Has the municipality published a synopsis or notice of the annual audit within 30 days of acceptance? (Section 21-35-31 or 21-17-19) yes

**PART II - Cash and Related Records**

- Where required, is a claims docket maintained? (Section 21-39-7) yes
- Are all claims paid in the order of their entry in the claims docket? (Section 21-39-9) yes
- Does the claims docket identify the claimant, claim number, amount and fund from which each warrant will be issued? (Section 21-39-7) yes
- Are all warrants approved by the board, signed by the mayor or majority of the board, attested to by the clerk, and bearing the municipal seal? (Section 21-39-13) yes
- Are warrants for approved claims held until sufficient cash is available in the fund from which it is drawn? (Section 21-39-13) yes
- Has the municipality adopted and entered on its minutes a budget in the format prescribed by the Office of the State Auditor? (Sections 21-35-5, 21-35-7 and 21-35-9) yes
- Does the municipality operate on a cash basis budget, except for expenditures paid within 30 days of fiscal year end or for construction in progress? (Section 21-35-23) yes
- Has the municipality held a public hearing and published its adopted budget? (Sections 21-35-5, 27-39-203, & 27-39-205) yes

- Have financial records been maintained in accordance with the chart of accounts prescribed by the State Auditor? (Section 21-35-11) yes
- Does the municipal clerk submit to the board a monthly report of expenditures against each budget item for the preceding month and fiscal year to date and the unexpended balances of each budget item? (Section 21-35-13) yes
- Does the board avoid approving claims and the city clerk not issue any warrants which would be in excess of budgeted amounts, except for court-ordered or emergency expenditures? (Section 21-35-17) yes
- Has the municipality commissioned municipal depositories? (Sections 27-105-353 and 27-105-363) yes
- Have investments of funds been restricted to those instruments authorized by law? (Section 21-33-323) yes
- Are donations restricted to those specifically authorized by law? [Section 21-17-5 (Section 66, Miss. Constitution) -- Sections 21-19-45 through 21-19-59, etc.] yes
- Are fixed assets properly tagged and accounted for? (Section II - Municipal Audit and Accounting Guide) yes
- Is all travel authorized in advance and reimbursements made in accordance with Section 25-3-41? yes
- Are all travel advances made in accordance with the State Auditor's regulations? (Section 25-3-41) yes

**PART III - Purchasing and Receiving**

- Are bids solicited for purchases, when required by law yes

Exhibit "A"

**PART IV - Bonds and Other Debt**

- 1. Has the municipality complied with the percentage of taxable property limitation on bonds and other debt issued during the year? (Section 21-33-303) Yes
- 2. Has the municipality levied and collected taxes, in a sufficient amount for the retirement of general obligation debt principal and interest? (Section 21-33-87) Yes
- 3. Have the required trust funds been established for utility revenue bonds? (Section 21-27-65) Yes
- 4. Have expenditures of bond proceeds been strictly limited to the purposes for which the bonds were issued? (Section 21-33-317) Yes
- 5. Has the municipality refrained from borrowing, except where it had specific authority? (Section 21-17-5) Yes

**PART V - Taxes and Other Receipts**

- 1. Has the municipality adopted the county ad valorem tax rolls? (Section 27-35-167) Yes
- 2. Are interest and penalties being collected on delinquent ad valorem taxes? (Section 21-33-53) Yes
- 3. Has the municipality conducted an annual land sale for delinquent ad valorem taxes? (Section 21-33-63) County
- 4. Have the various ad valorem tax collections been deposited into the appropriate funds? (Separate Funds for Each Tax Levy) (Section 21-33-53) Yes
- 5. Has the increase in ad valorem taxes, if any, been limited to amounts allowed by law? (Sections 27-39-320 and 27-39-321) Yes
- 6. Are local privilege taxes collected from all businesses located within the municipality, except those exempted? (Section 27-17-5) Yes
- 7. Are transient vendor taxes collected from all transient vendors within the municipality, except those exempted? (Section 75-85-1) Yes
- 8. Is money received from the state's "Municipal Fire Protection Fund" spent only to improve municipal fire departments? (Section 83-1-37) Yes

IV-B4

- 9. Has the municipality levied or appropriated not less than 1/4 mill for fire protection and certified to the county it provides its own fire protection or allowed the county to levy such tax? (Sections 83-1-37 and 83-1-39) Yes
- 10. Are state-imposed court assessments collected and settled monthly? (Section 99-19-73, 83-39-31, etc.) Yes
- 11. Are all fines and forfeitures collected when due and settled immediately to the municipal treasury? (Section 21-15-21) Yes
- 12. Are bids solicited by advertisement or, under special circumstances, three appraisals obtained when real property is sold? (Section 21-17-1) Yes
- 13. Has the municipality determined the full and complete cost for solid waste for the previous fiscal year? (Section 17-17-347) Yes
- 14. Has the municipality published an itemized report of all revenues, costs and expenses incurred by the municipality during the immediately preceding fiscal year in operating the garbage or rubbish collection or disposal system? (Section 17-17-348) Yes
- 15. Has the municipality conducted an annual inventory of its assets in accordance with guidelines established by the Office of the State Auditor? (MMAAG) Yes

IV-B5

(MUNICIPAL NAME)

**Certification to Municipal Compliance Questionnaire**

Year Ended September 30, 2022

We have reviewed all questions and responses as contained in this Municipal Compliance Questionnaire for the Municipality of Petal and, to the best of our knowledge and belief, all responses are accurate.

Melina Math  
(City Clerk's Signature)

Tommy Dulin  
(Mayor's Signature)

10/19/2022  
(Date)

10/19/2022  
(Date)

Minute Book References:

Book Number 39

Page \_\_\_\_\_

(Clerk is to enter minute book references when questionnaire is accepted by board.)

- WHEREAS**, on an average, every 2 minutes a woman is diagnosed with breast cancer, making the disease the second most diagnosed cancer among women in the US; and
- WHEREAS**, it is estimated that 2,510 women will be diagnosed with breast cancer and 450 will die in the state of Mississippi during 2022 according to American Cancer Society; and
- WHEREAS**, men also develop breast cancer, and according to the American Cancer Society an estimate of 530 men will die due to breast cancer in the United States in 2022; and
- WHEREAS**, overall, the average risk of a woman in the United States developing breast cancer sometime in her life is about 13%. This means there is a 1 in 8 chance she will develop breast cancer; every woman is at risk for breast cancer even if she has no family history of the disease, and women over the age of 45 are at greater risk for being diagnosed with breast cancer; and
- WHEREAS**, a mammogram is the single most effective method of detecting breast changes long before physical symptoms that cancer can be seen or felt, but nearly 30% of the women aged 40+ years were not able to get a mammogram screening for the past two years in the state of Mississippi (Behavioral Risk Factor Surveillance System, 2020); and
- WHEREAS**, regular screening has been ranked as one of the most cost-effective screening interventions available to identify the breast cancer early, reducing breast cancer deaths by 26% for every 1,000 women screened; and the average survival rate for women in the US with non-metastatic breast cancer is 90%, with more than 3.8 million breast cancer survivors; and
- WHEREAS**, throughout the month of October, women are encouraged to make a renewed commitment to follow recommended screening guidelines and to make a mammogram appointment; and
- WHEREAS**, throughout the month of October, public officials, organizations, and health practitioners in the city are encouraged to use this opportunity to promote awareness about breast cancer and proper breast health; and
- WHEREAS**, observing Breast Cancer Awareness Month during the month of October would provide a special opportunity to offer education on the importance of early detection and screening.

**NOW THEREFORE**, I, Tony Ducker Mayor of the City of Petal do hereby proclaim October as:

**BREAST CANCER AWARENESS MONTH**

in the City of Petal and encourage our citizens to wear pink ribbons in recognition of breast cancer and in honor of women who are now courageously fighting the battle or who lost their battle with breast cancer—and do further encourage women to consult with their health care providers about regular screening and to promote early detection of breast cancer by having regular clinical breast examinations and mammograms and practicing monthly breast self-awareness.

\_\_\_\_\_  
Mayor Tony Ducker

Attest:  
Seal

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Melissa Martin, City Clerk

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