



Minutes - Final
Board of Mayor and Aldermen

Monday, March 4, 2024 10:00 AM Robert M. Walker Building

1. Invocation, Pledge of Allegiance and Call to Order

Invocation was given by Mayor George Flaggs, Jr.
Pledge of Allegiance was led by Alderman Monsour, Jr.

2. Roll Call

Also present:
Monica Allen-Associate City Attorney/Prosecuting Attorney
Deborah A. Nickson, Interim City Clerk
Lisa Palmertree, Deputy Clerk
Brian Sessums, Deputy Clerk

Absent: 1 - Alderman Mayfield Sr.

3. Board Comments:

Mayor Flaggs, announced he would be having a State of the City Address in the Robert M. Walker Board Room on Tuesday, March 5th at 5:30 p.m.

4. Adopt Agenda

On motion of George Flaggs, Jr, seconded by Alderman Monsour, Jr, the Mayor and Alderman voted to adopt the agenda as printed. The motion was adopted unanimously by the following vote:

Aye: 2 - Mayor Flaggs Jr., and Alderman Monsour Jr.

Absent: 1 - Alderman Mayfield Sr.

Recognitions:

A. [ID-24-0236](#) Employee of the 1st Quarter
Deborah A. Nickson, Interim City Clerk and member of the Vicksburg Employee Committee, came before the Board to present the Employee of the 1st Quarter award to Dane Lovell, Interim Director of the Public Works Department. Mr. Lovell has been a dedicated employee of the City of Vicksburg for twenty-seven (27) years. He was recognized for serving in an exceptional manner by exemplifying outstanding service through his work while exhibiting a positive and supportive attitude.

B. [ID-24-0243](#) Employee Anniversaries:

1. Four (4) years of service:
a. Jared Bell - Gas Department
b. Billy Muirhead - Water Department
c. Kimberly Nailor - Legal Department

2. Nine (9) years of service:
a. Claude Billings - Police Department
Mayor Flaggs, Jr. recognized Jared Bell-Gas Department; Billy Muirhead-Water Department; Kimberly Nailor-Legal Department for four (4) years of service each and Claude Billings-Police Department for nine (9) years of service. The Mayor and Alderman congratulated all employees for their dedicated years of service with the City of Vicksburg.

Approval of Consent Agenda Items:

On motion of Alderman Monsour, Jr, seconded by George Flaggs, Jr., the Mayor and Alderman voted to approve the Consent Agenda Items. The motion was adopted unanimously by the following vote:

Aye: 2 - Mayor Flaggs Jr., and Alderman Monsour Jr.

Absent: 1 - Alderman Mayfield Sr.

- A. [ID-24-0255](#) Adopt Board Meeting Minutes for:
1. January 16, 2024
2. February 9, 2024
- B. [ID-24-0238](#) Authorize Interim City Clerk to advertise Sealed Proposals for:
1. Ash Meadows Subdivision - Sanitary Sewer, Water Distribution, and Storm Drainage

Attachments: [ash meadows subdivision](#)

- C. [ID-24-0244](#) Approve the following Personnel Action Forms:
1. New Hire:
a. Police Department (1)
2. Re-Hire:
a. Vehicle Maintenance (1)
3. Resignation:
a. Fire Department (1)
4. Rescind New Hire:
a. Right of Way Department (1)
- D. [ID-24-0241](#) Ratify Approval Sponsorship Application in the amount of \$175.00 from Maddie Snow, Miss Key to the South for the Miss Mississippi Outstanding Teen Competition pursuant to Section 17-3-1 and Section 17-3-3 of the Mississippi Code of 1972, as amended

Attachments: [Sponsorship Application Snow](#)

Mayor Flaggs, Jr. stated that purchasing an advertisement from The Miss Mississippi Outstanding Teen Competition will bring into favorable notice the opportunities, possibilities and resources of the City of Vicksburg and will be helpful toward advancing the moral, financial, and other interests of the City of Vicksburg.

The Mayor and Alderman of the City of Vicksburg ratified the Approval Sponsorship Application in the amount of \$175.00 from Maddie Snow, Miss Key to the South for the Miss Mississippi Outstanding Teen Competition pursuant to Section 17-3-1 and Section 17-3-3 of the Mississippi Code of 1972, as amended.

- E. [ID-24-0229](#) Authorize issuance of the following requisitions:
1. Number 2403558 in the amount of \$6,309.00 written to Core & Main for the purchase of one (1) Transceiver for the Water Department pursuant to Section 31-7-13 (m) (viii) of the Mississippi Code of 1972, Annotated which allows sole source purchases
2. Number 2403662 in the amount of \$16,680.00 written to Temple, Inc. for a Processor Light System located at Washington and Haining Road for the Traffic Department pursuant to Section 31-7-13 (m) (viii) of the Mississippi Code of 1972, Annotated which allows sole source purchases

Attachments: [Requisition 2403558](#)

[Requisition 2403662](#)

- F. [ID-24-0230](#) Declare Friday, March 29, 2024 a city holiday in observance of Good Friday pursuant to Section 3-3-7(2) of the Mississippi Code of 1972, as amended

Attachments: [Good Friday Holiday](#)

- [ID-24-0242](#) Approve request from Rick Daughtry, Director of Parks and Recreation, to reimburse Vicksburg Girls Softball Association for payment of insurance in the amount of \$3,375.00

Attachments: [VGSA Reimbursement](#)

- H. [ID-24-0231](#) Approve request from Launo Moore on behalf of the Fostoria Neighborhood Association:
1. Permission to have an Appreciation Night Out Block Party on May 3, 2024 from 5:00 until 7:00 for Vicksburg Law Enforcement, Fire, EMT and Sheriff Departments
 2. Barricade streets: DeWitt Street between Drummond Street and Cherry Street
 3. Provide a lift on the "Open Container" law for the day of the Appreciation Night Out Party so everyone will be able to sip, eat and enjoy the company of everyone attending

Attachments: [Fostoria Neighborhood Appreciation Block Party](#)

- I. [ID-24-0254](#) Approve Claims Docket
- The Interim City Clerk presented the Docket of Claims numbering: 324704; 2552; 324705-324712 for approval.

Routine Agenda:

- A. [ID-24-0227](#) Discuss Vicksburg Convention Center Updates
- Ms. Erin Southard, of the Vicksburg Convention Center, came before the Board to inform the public of the upcoming events at the Vicksburg Convention Center for the month of March 2024 and invited the public to attend. The Mayor and Alderman thanked Ms. Southard for attending the meeting.
- B. [ID-24-0226](#) Receive Sealed Bids for:
1. Iowa Avenue Headwall Replacement
- On motion of Mayor Flaggs, Jr., seconded by Alderman Monsour, Jr., the Mayor and Alderman voted to Receive Sealed Bids for:
- Iowa Avenue Headwall Replacement, Three (3) Paper Bids; No Electronic Bids
1. Hemphill Construction-PO Box 879, Florence, MS 39073-02449-MC-5%-Bid Bond-\$2,734,609.40
 2. Riverside Construction-4111 Washington Street, Vicksburg, MS-Take Under Advisement
 3. Maynord Construction-1873 China Grove Road, Vicksburg, MS 39180-24546-MC-5% Bid Bond-\$1,050,258.18
- The motion was adopted unanimously by the following vote:
- Aye: 2 - Mayor Flaggs Jr., and Alderman Monsour Jr.
- Absent: 1 - Alderman Mayfield Sr.
- C. [ID-24-0240](#) Adopt Budget Amendments
- On motion of Mayor Flaggs, Jr., seconded by Alderman Monsour, Jr., the Mayor and Alderman voted to Adopt Budget Amendments for March 4, 2024. The motion was adopted unanimously by the following vote:
- Aye: 2 - Mayor Flaggs Jr., and Alderman Monsour Jr.
- Absent: 1 - Alderman Mayfield Sr.
- D. [ID-24-0237](#) Adopt Resolution To Accept Donated Restrooms from 1311, LLC (Tim Cantwell)
- Attachments:** [RESOLUTION TO ACCEPT DONATED RESTROOMS FROM 1311 \(003\) agreement with 1311 \(003\)](#)
- On motion of Alderman Mayfield, Sr., seconded by Alderman Monsour, Jr., the Mayor and Alderman voted to Adopt a Resolution to Accept Donated Restrooms from 1311, LLC (Tim Cantwell). The motion was adopted unanimously by the following vote:
- Aye: 2 - Mayor Flaggs Jr., and Alderman Monsour Jr.

Absent: 1 - Alderman Mayfield Sr.

- E. [ID-24-0235](#) Authorize Mayor to execute Contract with American Recovery Plan Act (ARPA) Funding Recipient Gamma Pi Alumni Association in the amount of \$5,000.00 for sponsorship of an ad for their 75th Anniversary Souvenir Booklet

Attachments: [Contract with ARPA Funding Signed 2-22-2024 ELF](#)

[U.S. Dept Treasury Terms and Conditions Signed 2-22-24 ELF](#)

On motion of Alderman Monsour, Jr., seconded by Mayor Flaggs, Jr., the Mayor and Alderman voted to Authorize the Mayor to execute a Contract with American Recovery Plan Act (ARPA) Funding Recipient Gamma Pi Alumni Association in the amount of \$5,000.00 for sponsorship of an ad for their 75th Anniversary Souvenir Booklet. The motion was adopted unanimously by the following vote:

Aye: 2 - Mayor Flaggs Jr., and Alderman Monsour Jr.

Absent: 1 - Alderman Mayfield Sr.

- F. [ID-24-0239](#) Authorize Mayor to execute Close Out Contract Agreement with Neel-Schaffer for Vicksburg Animal Shelter

Attachments: [Closure of Engineering Contract](#)

On motion of Mayor Flaggs, Jr., seconded by Alderman Monsour, Jr., the Mayor and Alderman voted to Authorize the Mayor to execute a Close Out Contract Agreement with Neel-Schaffer for Vicksburg Animal Shelter. The motion was adopted unanimously by the following vote:

Aye: 2 - Mayor Flaggs Jr., and Alderman Monsour Jr.

Absent: 1 - Alderman Mayfield Sr.

- G. [ID-24-0251](#) Authorize Mayor to execute Mutual Agreement to Terminate Use, Operation and Maintenance Agreement Between City of Vicksburg, Mississippi and Sports Force Parks Vicksburg, LLC

Attachments: [SFP Vicksburg - Termination Agreement \(revised\)-1](#)

On motion of Mayor Flaggs, Jr., seconded by Alderman Monsour, Jr., the Mayor and Alderman voted to Authorize the Mayor to execute a Mutual Agreement to Terminate Use, Operation and Maintenance Agreement Between City of Vicksburg, Mississippi and Sports Force Parks Vicksburg, LLC. The motion was adopted unanimously by the following vote:

Aye: 2 - Mayor Flaggs Jr., and Alderman Monsour Jr.

Absent: 1 - Alderman Mayfield Sr.

- H. [ID-24-0252](#) Authorize Mayor to execute Change Order #2 with Hemphill Construction Company, Inc. for Water Treatment Plant Improvements, Groundwater Well and Associated Connection Piping (Butterfly Valve Removal and Replacement)

Attachments: [H23059 CO# 2 engr signed 02292024](#)

On motion of Alderman Monsour, Jr., seconded by Mayor Flaggs, Jr., the Mayor and Alderman voted to Authorize the Mayor to execute Change Order #2 with Hemphill Construction Company, Inc. for Water Treatment Plant Improvements, Groundwater Well and Associated Connection Piping (Butterfly Valve Removal and Replacement). The motion was adopted unanimously by the following vote:

Aye: 2 - Mayor Flaggs Jr., and Alderman Monsour Jr.

Absent: 1 - Alderman Mayfield Sr.

I. [ID-24-0253](#) Approve the following for COVID-19 Health Literacy Project:

1. Authorize approval of billing statement in the amount of \$250.00 to WVBG-FM (Lendsi Radio) for the month of March 2024 for Champions of Health in accordance to Mississippi Code Annotated 17-3-1 and 17-3-3, as amended.
2. Authorize payment of invoice #ATT-65448 in the amount of \$2,200.00 to Harvard Business School Online for Felicia Kent to enroll in Financial Management in Health Care for Non-Financial Managers Training Program as approved in the No-Cost Extension for professional development.
3. Authorize payment of invoice #INVC023373 in the amount of \$1,990.00 to Harvard Business School Online for Felicia Kent to enroll in Health Care Quality Improvement: From Design to Implementation Training Program as approved in the No-Cost Extension for professional development.
4. Authorize payment of invoice #201510637C in the amount of \$2,950.00 to Emeritus Institute of Management for Cynthia Skinner to enroll in SO-Applied Business Analytics Training Program as approved in the No-Cost Extension for professional development.
5. Authorize payment of invoice #INV01568451 in the amount of \$2,995.00 to The Myers-Briggs Company for Kristen Harris to enroll in MBTI Certification Training Program as approved in the No-Cost Extension for professional development.

Attachments: [Health Literacy Project](#)

On motion of Mayor Flaggs, Jr., seconded by Alderman Monsour, Jr., the Mayor and Alderman voted to Approve the following for COVID-19 Health Literacy Project:

1. Authorize approval of billing statement in the amount of \$250.00 to WVBG-FM (Lendsi Radio) for the month of March 2024 for Champions of Health in accordance to Mississippi Code Annotated 17-3-1 and 17-3-3, as amended.

Mayor Flaggs, Jr. stated that purchasing an advertisement from WVBG-FM (Lendsi Radio) will bring into favorable notice the opportunities, possibilities and resources of the City of Vicksburg and will be helpful toward advancing the moral, financial, and other interests of the City of Vicksburg.

The Mayor and Alderman of the City of Vicksburg approved the billing statement in the amount of \$250.00 to WVBG-FM (Lendsi Radio) for the month of March 2024 for Champions of Health pursuant to Section 17-3-1 and Section 17-3-3 of the Mississippi code of 1972, as amended.

2. Authorize payment of invoice #ATT-65448 in the amount of \$2,200.00 to Harvard Business School Online for Felicia Kent to enroll in Financial Management in Health Care for Non-Financial Managers Training Program as approved in the No-Cost Extension for professional development.
3. Authorize payment of invoice #INVC023373 in the amount of \$1,990.00 to Harvard Business School Online for Felicia Kent to enroll in Health Care Quality Improvement: From Design to Implementation Training Program as approved in the No-Cost Extension for professional development.
4. Authorize payment of invoice #201510637C in the amount of \$2,950.00 to Emeritus Institute of Management for Cynthia Skinner to enroll in SO-Applied Business Analytics Training Program as approved in the No-Cost Extension for professional development.
5. Authorize payment of invoice #INV01568451 in the amount of \$2,995.00 to The Myers-Briggs Company for Kristen Harris to enroll in MBTI Certification Training

Program as approved in the No-Cost Extension for professional development.

The motion was adopted unanimously by the following vote:

Aye: 2 - Mayor Flaggs Jr., and Alderman Monsour Jr.

Absent: 1 - Alderman Mayfield Sr.

- J. [ID-24-0256](#) Authorize Mayor to execute Certificate of Substantial Completion with Fordice Construction Company for New Animal Shelter

Attachments: [COSC New Animal Shelter](#)

On motion of Alderman Monsour, Jr., seconded by Mayor Flaggs, Jr., the Mayor and Alderman voted to Authorize the Mayor to execute Certificate of Substantial Completion with Fordice Construction Company for New Animal Shelter. The motion was adopted unanimously by the following vote:

Aye: 2 - Mayor Flaggs Jr., and Alderman Monsour Jr.

Absent: 1 - Alderman Mayfield Sr.

Executive Session:

Mayor Flaggs, Jr. moved the Mayor and Alderman go into a closed meeting to determine if the Board should go into executive session. The motion was seconded by Alderman Monsour, Jr. Voting aye, Mayor Flaggs, Jr., Alderman Monsour, Jr. None Voting nay, the motion was unanimously adopted.

The Mayor and Alderman discussed whether they should go into executive session. Mayor Flaggs, Jr. moved to go into executive session to discuss Personnel Action Forms for: FMLA Request-Purchasing Department (1); Longevity Pay-Gas Department (1); Longevity Pay-Water Department (1); Longevity Pay-Legal Department (1); Pay Adjustment-Police Department (1); Suspension-Ambulance Department (1).

The motion was seconded by Alderman Monsour, Jr. Upon vote being taken, the following voted aye: Mayor Flaggs, Jr., Alderman Monsour, Jr. The motion was adopted unanimously.

The Mayor and Alderman announced they would go into executive session to discuss Personnel Action Forms for: FMLA Request-Purchasing Department (1); Longevity Pay-Gas Department (1); Longevity Pay-Water Department (1); Longevity Pay-Legal Department (1); Pay Adjustment-Police Department (1); Suspension-Ambulance Department (1).

The Mayor and Alderman are now in executive session.

Those present at the executive session were Mayor Flaggs, Jr., Alderman Monsour, Jr., Monica Allen - Associate City Attorney/Prosecuting Attorney, Deborah A. Nickson - Interim City Clerk, Lisa Palmertree - Deputy Clerk, Brian Sessums - Deputy Clerk, Carol Sullivan - Interim Human Resources Director, Anessia Martin - Human Resources Benefits Coordinator, Kelsey Hicks - Human Resources Assistant/Safety, Charlie Hill - Deputy Chief of Police

Aye: 2 - Mayor Flaggs Jr., and Alderman Monsour Jr.

Absent: 1 - Alderman Mayfield Sr.

- A. [ID-24-0245](#) FMLA Request - Purchasing Department (1)

On motion of Mayor Flaggs, Jr., seconded by Alderman Monsour, Jr., the Mayor and Alderman voted to approve a FMLA Request of a Purchasing Director in the Purchasing Department. The motion was adopted unanimously by the following vote:

Aye: 2 - Mayor Flaggs Jr., and Alderman Monsour Jr.

Absent: 1 - Alderman Mayfield Sr.

- B. [ID-24-0246](#) Longevity Pay - Gas Department (1)**
On motion of Mayor Flaggs, Jr., seconded by Alderman Monsour, Jr., the Mayor and Alderman voted to Approve the Longevity Pay of a Locator from \$11.53 per hour to \$11.73 (\$11.33+.20+.20) per hour, effective March 11, 2024. Employee is entitled to an additional .20 cents increase for four (4) years of service in the Gas Department. The motion was adopted unanimously by the following vote:
- Aye:** 2 - Mayor Flaggs Jr., and Alderman Monsour Jr.
- Absent:** 1 - Alderman Mayfield Sr.
- C. [ID-24-0247](#) Longevity Pay - Water Department (1)**
On motion of Mayor Flaggs, Jr., seconded by Alderman Monsour, Jr., the Mayor and Alderman voted to Approve the Longevity Pay of an Equipment Operator from \$15.73 per hour to \$15.93 (\$15.53+ .20+.20) per hour, effective March 11, 2024. Employee is entitled to an additional .20 cents increase for four (4) years of service in the Water Department. The motion was adopted unanimously by the following vote:
- Aye:** 2 - Mayor Flaggs Jr., and Alderman Monsour Jr.
- Absent:** 1 - Alderman Mayfield Sr.
- D. [ID-24-0248](#) Longevity Pay - Legal Department (1)**
On motion of Mayor Flaggs, Jr., seconded by Alderman Monsour, Jr., the Mayor and Alderman voted to Approve the Longevity Pay of the City Attorney from \$58.84 per hour to \$59.04 (\$58.64+ .20+.20) per hour, effective March 11, 2024. Employee is entitled to an additional .20 cents increase for four (4) years of service in the Legal Department. The motion was adopted unanimously by the following vote:
- Aye:** 2 - Mayor Flaggs Jr., and Alderman Monsour Jr.
- Absent:** 1 - Alderman Mayfield Sr.
- E. [ID-24-0249](#) Pay Adjustment - Police Department (1)**
On motion of Mayor Flaggs, Jr., seconded by Alderman Monsour, Jr., the Mayor and Alderman voted to approve the Pay Adjustment for Longevity Pay of a Captain of Warrants/Patrol from \$29.29 per hour to \$29.49 (29.29+.20) per hour, effective March 4, 2024. Employee is entitled to an additional .20 increase for nine (9) years of service in the Police Department. The motion was adopted unanimously by the following vote:
- Aye:** 2 - Mayor Flaggs Jr., and Alderman Monsour Jr.
- Absent:** 1 - Alderman Mayfield Sr.
- F. [ID-24-0250](#) Suspension - Ambulance Department (1)**
On motion of Mayor Flaggs, Jr., seconded by Alderman Monsour, Jr., the Mayor and Alderman voted to Approve the Suspension request of a Firefighter/Ambulance II. Employee will receive twenty-four (24) hours of suspension for violating the Standard Operating Guideline 12.1.75 of the Attendance Policy. The offense dates were February 18-19, 2024 in the Fire Department. The motion was adopted unanimously by the following vote:
- Aye:** 2 - Mayor Flaggs Jr., and Alderman Monsour Jr.
- Absent:** 1 - Alderman Mayfield Sr.
- G. [ID-24-0285](#) Come Out of Executive Session and Approve All Items Taken Up in Executive Session**
A motion was made by Mayor Flaggs, Jr., seconded by Alderman Monsour, Jr., the Mayor and Aldermen voted to Come Out of Executive Session and Approve All Items Taken Up in Executive Session. The motion was adopted unanimously by the following vote:
- Aye:** 2 - Mayor Flaggs Jr., and Alderman Monsour Jr.
- Absent:** 1 - Alderman Mayfield Sr.

Adjournment

On motion of Mayor Flaggs, Jr., seconded by Alderman Monsour, Jr., and unanimously passed, the Mayor and Alderman of the City of Vicksburg adjourned to meet at 10 a.m., Monday, March 11, 2024 to take up and act upon any and all matters that may come before the Board.

MAYOR

ATTEST:

INTERIM CITY CLERK

Aye: 2 - Mayor Flaggs Jr., and Alderman Monsour Jr.

Absent: 1 - Alderman Mayfield Sr.