

BE IT REMEMBERED THAT THERE WAS BEGUN AND HELD A REGULAR MEETING OF THE MAYOR AND BOARD OF ALDERMEN OF THE CITY OF PETAL, MISSISSIPPI ON NOVEMBER 1, 2016 AT 6:00 P.M. IN THE BOARDROOM OF SAID CITY.

THOSE PRESENT	MAYOR HAL MARX
ATTORNEY	ROCKY EATON
ALDERMEN	BRAD AMACKER DAVID CLAYTON TONY DUCKER WILLIAM KING STEVE STRINGER
OTHERS	ADA MADISON VALERIE WILSON AND MANY OTHERS

MAYOR MARX DECLARED A QUORUM PRESENT AND DECLARED THE CITY COUNCIL IN SESSION.

THE INVOCATION WAS OFFERED BY TONY DUCKER

THE PLEDGE OF ALLEGIANCE WAS RECITED.

WHEREAS, MAYOR MARX PRESENTED THE AGENDA

THEREUPON, ALDERMAN KING MADE A MOTION TO ADOPT THE AGENDA. ALDERMAN STRINGER SECONDED THE MOTION.

THOSE PRESENT AND VOTING "AYE"

ALDERMAN BRAD AMACKER  
ALDERMAN DAVID CLAYTON  
ALDERMAN TONY DUCKER  
ALDERMAN WILLIAM KING  
ALDERMAN STEVE STRINGER

THOSE PRESENT AND VOTING "NAY"

NONE

WHEREAS, MAYOR MARX PRESENTED A REQUEST TO APPROVE THE MINUTES OF THE REGULAR MEETING OF OCTOBER 18, 2016

THEREUPON, ALDERMAN STRINGER MADE A MOTION TO APPROVE THE MINUTES OF THE REGULAR MEETING OF OCTOBER 18, 2016 AS WRITTEN. ALDERMAN KING SECONDED THE MOTION.

THOSE PRESENT AND VOTING "AYE"

ALDERMAN BRAD AMACKER  
ALDERMAN DAVID CLAYTON  
ALDERMAN TONY DUCKER  
ALDERMAN WILLIAM KING  
ALDERMAN STEVE STRINGER

THOSE PRESENT AND VOTING "NAY"

NONE

WHEREAS, MAYOR MARX CALLED FOR PUBLIC COMMENT

THEREUPON, ANDRE HEATH ADDRESSED THE BOARD. PETAL HIGH SCHOOL BAND ARE THE 6A GRAND CHAMPIONS. SCHOOL DISTRICT IS FOCUSED ON FACE TO FACE TIME WITH STUDENTS.

WHEREAS, MAYOR MARX PRESENTED THE FOLLOWING BIDS FOR 2016 STREET OVERLAY

EXHIBIT "A"

BID TAB

THEREUPON, ALDERMAN KING MADE A MOTION TO ACCEPT THE BID FROM WARREN PAVING IN THE AMOUNT OF \$795,318.00 FOR 2016 STREET OVERLAY PER SHOWS, DEARMAN & WAITS RECOMMENDATION. ALDERMAN STRINGER SECONDED THE MOTION.

THOSE PRESENT AND VOTING "AYE"

ALDERMAN BRAD AMACKER  
ALDERMAN DAVID CLAYTON  
ALDERMAN TONY DUCKER

ALDERMAN WILLIAM KING  
ALDERMAN STEVE STRINGER

THOSE PRESENT AND VOTING "NAY"

NONE

WHEREAS, MAYOR MARX PRESENTED A REQUEST TO PURCHASE AN AD IN THE ADP MEMBERSHIP DIRECTORY.

THEREUPON, ALDERMAN DUCKER MADE A MOTION TO TABLE THE REQUEST SINCE NO REPRESENTATIVE WAS PRESENT AND PRICING WASN'T AVAILABLE. ALDERMAN AMACKER SECONDED THE MOTION.

THOSE PRESENT AND VOTING "AYE"

ALDERMAN BRAD AMACKER  
ALDERMAN DAVID CLAYTON  
ALDERMAN TONY DUCKER  
ALDERMAN WILLIAM KING  
ALDERMAN STEVE STRINGER

THOSE PRESENT AND VOTING "NAY"

NONE

WHEREAS, MAYOR MARX CALLED ON PHILLIP SOLLY TO ADDRESS THE BOARD REGARDING FORREST GARDENS MOBILE HOME PARK

THEREUPON, PHILLIP SOLLY ADDRESSED THE BOARD CONCERNING THE HOMES ON THE RIVER BANK AND CODE ENFORCEMENT ISSUES. MAYOR MARX STATED THAT THERE HAS BEEN NO NOTICE TO THE BOARD OF ACTIONS TO BE TAKEN ON THE MOBILE HOME PARK. CODE ENFORCEMENT IS WORKING WITH THE OWNERS TO GET SOME OF THE TRAILERS REPAIRED AND UP TO CODE. THE TRAILERS ON THE BANK COULD POSE A DANGER. KERRY SMITH STATED THAT ACCORDING TO "CODE" IT IS THE PROPERTY OWNERS RESPONSIBILITY TO PAY FOR SURVEYS REQUESTED TO PROVE A SAFE AND STABLE BANK FOR THE TRAILERS. MAYOR MARX STATED THAT HE WILL TRY TO CALL THE ARMY CORPS OF ENGINEERS TO SEE IF THEY CAN ASSIST IN PROVIDING A RESOLUTION.

ALDERMAN CLINT MOORE ENTERED THE MEETING.

NO ACTION WAS TAKEN

WHEREAS, MAYOR MARX PRESENTED A REQUEST TO SET A HEARING DATE FOR 110 W 4<sup>TH</sup> AVE

THEREUPON, ALDERMAN KING MADE A MOTION TO SET A ZONING HEARING DATE OF NOVEMBER 29, 2016 AT 6:00 P.M. FOR PROPERTY LOCATED AT 110 W 4<sup>TH</sup> AVE. ALDERMAN STRINGER SECONDED THE MOTION.

THOSE PRESENT AND VOTING "AYE"

ALDERMAN BRAD AMACKER  
ALDERMAN DAVID CLAYTON  
ALDERMAN TONY DUCKER  
ALDERMAN WILLIAM KING  
ALDERMAN CLINT MOORE  
ALDERMAN STEVE STRINGER

THOSE PRESENT AND VOTING "NAY"

NONE

WHEREAS, MAYOR MARX PRESENTED THE REVENUE & EXPENDITURES REPORT FOR THE MONTH OF SEPTEMBER 2016.

THEREUPON, ALDERMAN STRINGER MADE A MOTION TO ACCEPT THE REVENUE & EXPENDITURES REPORT FOR THE MONTH OF SEPTEMBER 2016. ALDERMAN KING SECONDED THE MOTION.

THOSE PRESENT AND VOTING "AYE"

ALDERMAN BRAD AMACKER  
ALDERMAN DAVID CLAYTON  
ALDERMAN TONY DUCKER  
ALDERMAN WILLIAM KING  
ALDERMAN CLINT MOORE  
ALDERMAN STEVE STRINGER

THOSE PRESENT AND VOTING "NAY"

NONE

WHEREAS, MAYOR MARX PRESENTED THE MUNICIPAL COMPLIANCE QUESTIONNAIRE FOR FY 2016

EXHIBIT "B"

QUESTIONNAIRE

THEREUPON, ALDERMAN KING MADE A MOTION TO ACCEPT THE MUNICIPAL COMPLIANCE QUESTIONNAIRE FOR FY2016. ALDERMAN STRINGER SECONDED THE MOTION.

THOSE PRESENT AND VOTING "AYE"

ALDERMAN BRAD AMACKER  
ALDERMAN DAVID CLAYTON  
ALDERMAN TONY DUCKER  
ALDERMAN WILLIAM KING  
ALDERMAN CLINT MOORE  
ALDERMAN STEVE STRINGER

THOSE PRESENT AND VOTING "NAY"

NONE

WHEREAS, MAYOR MARX PRESENTED A REQUEST TO DESTROY ONE (1) TASER X26

THEREUPON, ALDERMAN KING MADE A MOTION TO AUTHORIZE THE DESTRUCTION OF ONE (1) TASER X26, SERIAL NUMBER X00102330, IN THE POLICE DEPT. ALDERMAN MOORE SECONDED THE MOTION.

THOSE PRESENT AND VOTING "AYE"

ALDERMAN BRAD AMACKER  
ALDERMAN DAVID CLAYTON  
ALDERMAN TONY DUCKER  
ALDERMAN WILLIAM KING  
ALDERMAN CLINT MOORE  
ALDERMAN STEVE STRINGER

THOSE PRESENT AND VOTING "NAY"

NONE

WHEREAS, MAYOR MARX PRESENTED A REQUEST TO REASSIGN ONE (1) TASER X26 TO POLICE INVENTORY

THEREUPON, ALDERMAN STRINGER MADE A MOTION TO AUTHORIZE THE POLICE DEPT TO REASSIGN ONE (1) TASER X26, SERIAL NUMBER X00567530, TO INVENTORY. ALDERMAN MOORE SECONDED THE MOTION.

THOSE PRESENT AND VOTING "AYE"

ALDERMAN BRAD AMACKER  
ALDERMAN DAVID CLAYTON  
ALDERMAN TONY DUCKER  
ALDERMAN WILLIAM KING  
ALDERMAN CLINT MOORE  
ALDERMAN STEVE STRINGER

THOSE PRESENT AND VOTING "NAY"

NONE

WHEREAS, MAYOR MARX PRESENTED A REQUEST TO ADJUST WATER SERVICES BILLED TO 101 BRYANT ST

THEREUPON, ALDERMAN STRINGER NOTED EVIDENCE OF A REPAIRED LEAK AND MADE A MOTION TO AUTHORIZE AN ADJUSTMENT TO WATER SERVICES BILLED TO 101 BRYANT ST IN THE AMOUNT OF \$149.00. ALDERMAN KING SECONDED THE MOTION.

THOSE PRESENT AND VOTING "AYE"

ALDERMAN BRAD AMACKER  
ALDERMAN DAVID CLAYTON  
ALDERMAN TONY DUCKER  
ALDERMAN WILLIAM KING  
ALDERMAN CLINT MOORE  
ALDERMAN STEVE STRINGER

THOSE PRESENT AND VOTING "NAY"

NONE

WHEREAS, MAYOR MARX PRESENTED A REQUEST TO ADJUST WATER SERVICES BILLED TO 749 E CENTRAL AVE

THEREUPON, ALDERMAN KING NOTED EVIDENCE OF A REPAIRED LEAK AND MADE A MOTION TO AUTHORIZE AN ADJUSTMENT TO WATER SERVICES BILLED TO 749 E CENTRAL AVE IN THE AMOUNT OF \$84.00. ALDERMAN MOORE SECONDED THE MOTION.

THOSE PRESENT AND VOTING "AYE"

ALDERMAN BRAD AMACKER  
ALDERMAN DAVID CLAYTON  
ALDERMAN TONY DUCKER  
ALDERMAN WILLIAM KING  
ALDERMAN CLINT MOORE  
ALDERMAN STEVE STRINGER

THOSE PRESENT AND VOTING "NAY"

NONE

WHEREAS, MAYOR MARX PRESENTED THE FOLLOWING PROOFS OF PUBLICATION

- FINAL PAYMENT 2016 CORINTH RD OVERLAY
- AD FOR BIDS – LYNN RAY RD
- ORDINANCE 2006 (103-A3) – 2015 BUILDING CODE

THEREUPON, ALDERMAN AMACKER MADE A MOTION TO ACCEPT THE FOREGOING PROOFS OF PUBLICATION FOR FILING. ALDERMAN STRINGER SECONDED THE MOTION.

THOSE PRESENT AND VOTING "AYE"

ALDERMAN BRAD AMACKER  
ALDERMAN DAVID CLAYTON  
ALDERMAN TONY DUCKER  
ALDERMAN WILLIAM KING  
ALDERMAN CLINT MOORE  
ALDERMAN STEVE STRINGER

THOSE PRESENT AND VOTING "NAY"

NONE

WHEREAS, MAYOR MARX PRESENTED THE DOCKET OF CLAIMS FOR THE MONTH OF OCTOBER 2016

EXHIBIT "C"

DOCKET OF CLAIMS

THEREUPON, ALDERMAN KING MADE A MOTION TO AUTHORIZE THE CITY CLERK TO PAY THE DOCKET OF CLAIMS FOR THE MONTH OF OCTOBER 2016. ALDERMAN STRINGER SECONDED THE MOTION.

THOSE PRESENT AND VOTING "AYE"

ALDERMAN BRAD AMACKER  
ALDERMAN DAVID CLAYTON  
ALDERMAN TONY DUCKER  
ALDERMAN WILLIAM KING  
ALDERMAN CLINT MOORE  
ALDERMAN STEVE STRINGER

THOSE PRESENT AND VOTING "NAY"

NONE

WHEREAS, MAYOR MARX PRESENTED A WORK ORDER WITH MOTT MCDONALD, LLC FOR STORMWATER SERVICES

EXHIBIT "D"

WORK ORDER

THEREUPON, ALDERMAN STRINGER MADE A MOTION TO ACCEPT THE WORK ORDER FROM MOTT MCDONALD, LLC FOR STORMWATER SERVICES NOT TO EXCEED \$11,000.00. ALDERMAN KING SECONDED THE MOTION.

THOSE PRESENT AND VOTING "AYE"

ALDERMAN BRAD AMACKER  
ALDERMAN DAVID CLAYTON  
ALDERMAN TONY DUCKER  
ALDERMAN WILLIAM KING  
ALDERMAN CLINT MOORE  
ALDERMAN STEVE STRINGER

THOSE PRESENT AND VOTING "NAY"

NONE

WHEREAS, MAYOR MARX PRESENTED THE FOLLOWING ORDER PROMOTING JOSH BARHAM TO LIEUTENANT IN THE POLICE DEPT

ORDER

WHEREAS THE MAYOR AND BOARD OF ALDERMEN OF THE CITY OF PETAL DEEM IT NECESSARY TO PROMOTE JOSH BARHAM

IT IS HEREBY ORDERED THAT JOSH BARHAM BE PROMOTED TO LIEUTENANT AT A RATE OF \$19.47 PER HOUR BASED ON AN 80-HOUR PAY PERIOD EFFECTIVE NOVEMBER 9, 2016

SO ORDERED THIS THE 1<sup>ST</sup> DAY OF NOVEMBER 2016

THEREUPON, ALDERMAN STRINGER MADE A MOTION TO ADOPT THE FOREGOING ORDER. ALDERMAN AMACKER SECONDED THE MOTION.

THOSE PRESENT AND VOTING "AYE"

ALDERMAN BRAD AMACKER  
ALDERMAN DAVID CLAYTON  
ALDERMAN TONY DUCKER  
ALDERMAN WILLIAM KING  
ALDERMAN CLINT MOORE  
ALDERMAN STEVE STRINGER

THOSE PRESENT AND VOTING "NAY"

NONE

WHEREAS, MAYOR MARX PRESENTED THE FOLLOWING ORDER PROMOTING CASEY WALLEY TO SERGEANT IN THE POLICE DEPT

ORDER

WHEREAS THE MAYOR AND BOARD OF ALDERMEN OF THE CITY OF PETAL DEEM IT NECESSARY TO PROMOTE CASEY WALLEY

IT IS HEREBY ORDERED THAT CASEY WALLEY BE PROMOTED TO SERGEANT AT A RATE OF \$17.86 PER HOUR EFFECTIVE NOVEMBER 9, 2016

SO ORDERED THIS THE 1<sup>ST</sup> DAY OF NOVEMBER 2016

THEREUPON, ALDERMAN STRINGER MADE A MOTION TO ADOPT THE FOREGOING ORDER. ALDERMAN KING SECONDED THE MOTION.

THOSE PRESENT AND VOTING "AYE"

ALDERMAN BRAD AMACKER  
ALDERMAN DAVID CLAYTON  
ALDERMAN TONY DUCKER  
ALDERMAN WILLIAM KING  
ALDERMAN CLINT MOORE  
ALDERMAN STEVE STRINGER

THOSE PRESENT AND VOTING "NAY"

NONE

WHEREAS, MAYOR MARX PRESENTED THE FOLLOWING ORDER TRANSFERRING ORRIN THOMAS TO TRAFFIC OFFICER IN THE POLICE DEPT

ORDER

WHEREAS THE MAYOR AND BOARD OF ALDERMEN OF THE CITY OF PETAL DEEM IT NECESSARY TO HIRE A TRAFFIC OFFICER

IT IS HEREBY ORDERED THAT ORRIN THOMAS BE TRANSFERRED TO TRAFFIC OFFICER AT A RATE OF \$17.47 PER HOUR BASED ON AN 80-HOUR PAY PERIOD EFFECTIVE NOVEMBER 9, 2016

SO ORDERED THIS THE 1<sup>ST</sup> DAY OF NOVEMBER 2016

THEREUPON, ALDERMAN KING MADE A MOTION TO ADOPT THE FOREGOING ORDER. ALDERMAN STRINGER SECONDED THE MOTION.

THOSE PRESENT AND VOTING "AYE"

ALDERMAN BRAD AMACKER  
ALDERMAN DAVID CLAYTON  
ALDERMAN TONY DUCKER  
ALDERMAN WILLIAM KING  
ALDERMAN CLINT MOORE  
ALDERMAN STEVE STRINGER

THOSE PRESENT AND VOTING "NAY"

NONE

WHEREAS, MAYOR MARX THANKED THE RECREATION DEPT, WENDY LAMPTON AND ALL DEPARTMENTS FOR A GREAT FALL FESTIVAL

WHEREAS, MAYOR MARX PRESENTED A REQUEST TO ENTER INTO EXECUTIVE SESSION.

THEREUPON, ALDERMAN MOORE MADE A MOTION TO CLEAR THE ROOM TO DETERMINE THE NEED FOR EXECUTIVE SESSION. ALDERMAN AMACKER SECONDED THE MOTION.

THOSE PRESENT AND VOTING "AYE"

ALDERMAN BRAD AMACKER  
ALDERMAN DAVID CLAYTON  
ALDERMAN TONY DUCKER  
ALDERMAN WILLIAM KING  
ALDERMAN CLINT MOORE  
ALDERMAN STEVE STRINGER

THOSE PRESENT AND VOTING "NAY"

NONE

THEREUPON, ALDERMAN MOORE MADE A MOTION TO ENTER INTO EXECUTIVE SESSION. ALDERMAN AMACKER SECONDED THE MOTION.

THOSE PRESENT AND VOTING "AYE"

ALDERMAN BRAD AMACKER  
ALDERMAN DAVID CLAYTON  
ALDERMAN TONY DUCKER  
ALDERMAN WILLIAM KING  
ALDERMAN CLINT MOORE  
ALDERMAN STEVE STRINGER

THOSE PRESENT AND VOTING "NAY"

NONE

THEREUPON, ALDERMAN STRINGER MADE A MOTION TO ADJOURN THE EXECUTIVE SESSION. ALDERMAN MOORE SECONDED THE MOTION.

THOSE PRESENT AND VOTING "AYE"

ALDERMAN BRAD AMACKER  
ALDERMAN DAVID CLAYTON  
ALDERMAN TONY DUCKER  
ALDERMAN WILLIAM KING  
ALDERMAN CLINT MOORE  
ALDERMAN STEVE STRINGER

THOSE PRESENT AND VOTING "NAY"

NONE

NO OFFICIAL ACTION WAS TAKEN IN EXECUTIVE SESSION.

WHEREAS, MAYOR MARX PRESENTED A REQUEST FOR THE BOARD'S RECOMMENDATION REGARDING RICCO CARTER IN THE POLICE DEPT

THEREUPON, ALDERMAN MOORE MADE A MOTION TO SUSPEND RICCO CARTER WITHOUT PAY PENDING INVESTIGATION. ALDERMAN AMACKER SECONDED THE MOTION.

THOSE PRESENT AND VOTING "AYE"

ALDERMAN BRAD AMACKER  
ALDERMAN DAVID CLAYTON  
ALDERMAN TONY DUCKER

ALDERMAN WILLIAM KING  
ALDERMAN CLINT MOORE  
ALDERMAN STEVE STRINGER

THOSE PRESENT AND VOTING "NAY"

NONE

THEREUPON, ALDERMAN KING MADE A MOTION TO ADJOURN THE REGULAR MEETING. ALDERMAN STRINGER SECONDED THE MOTION.

THOSE PRESENT AND VOTING "AYE"

ALDERMAN BRAD AMACKER  
ALDERMAN DAVID CLAYTON  
ALDERMAN TONY DUCKER  
ALDERMAN WILLIAM KING  
ALDERMAN CLINT MOORE  
ALDERMAN STEVE STRINGER

THOSE PRESENT AND VOTING "NAY"

NONE

THERE BEING NO FURTHER BUSINESS, THE REGULAR MEETING OF THE MAYOR AND BOARD OF ALDERMEN OF THE CITY OF PETAL, MISSISSIPPI WAS ADJOURNED ON NOVEMBER 1, 2016.



SEAL

ATTEST

A handwritten signature in black ink, appearing to read "Melma Martin".

MELISSA MARTIN, CITY CLERK

A handwritten signature in blue ink, appearing to read "Hal Marx".

MAYOR HAL MARX

EXHIBIT "A"



Engineering Progress

October 25, 2016

City of Petal  
PO Box 564  
Petal, MS 39465-056

Attn: Mayor Hal Marx

RE: 2016 STREET REHAB  
PETAL, MISSISSIPPI

Dear Mr. Mayor:

I have certified the enclosed bid tabulation that represents all bids that were received and opened at 10:00 a.m. on October 25, 2016 for the above referenced project.

I am recommending the lowest bidder, Warren Paving Inc. of Hattiesburg, MS in the bid amount of **Seven Hundred and Ninety Five Thousand, Three Hundred and Eighteen Dollars and Zero Cents (\$795,318.00)**.

Enclosed is a copy of the original bid from Warren Paving Inc. and the original bids from all other bidders.

Should you have any questions and/or comments, please, do not hesitate to contact me.

Sincerely,

Louis A. Thomas, E.I.  
Project Manager

/aa

Enclosures

301 Second Ave. | Hattiesburg, MS 39401 | (p) 601.544.1821 | (f) 601.544.0501 | sd-w.com

G:\PROJECTS\Petal City of12405 - 2016 Street Rehab\Corres\12405 Recommend Award Letter.doc

Item No.	Quantity	Unit	Amount	Unit Price	Amount
907-400-PP01	1	LS	42,500.00	42,500.00	42,500.00
907-400-PP01	1	LS	53,500.00	53,500.00	53,500.00
106-A001	8100	SY	546,900.00	67.50	546,900.00
907-403-3009	800	TON	173,200.00	216.50	173,200.00
907-403-4005	8000	TON	10,960.00	1.37	10,960.00
907-626-H003	220	LF	32,098.50	145.90	32,098.50
613-0005	6	EA	14,820.00	2,470.00	14,820.00
613-0009	3	EA	32,325.00	10,775.00	32,325.00
613-0011	3	EA	3,567.00	1,189.00	3,567.00
907-626-H003	6300	LF	92,835.00	14.74	92,835.00
907-626-H004	6300	LF	92,835.00	14.74	92,835.00
907-626-H001	1800	LF	50,300.00	27.94	50,300.00
907-626-H002	1800	LF	50,300.00	27.94	50,300.00
627-0001	100	EACH	331.60	3.32	331.60
907-626-H002	100	LF	31.20	0.31	31.20
907-626-H003	100	LF	31.20	0.31	31.20
907-626-H004	100	LF	31.20	0.31	31.20
<b>Bid Total:</b>			<b>\$795,318.00</b>		<b>\$795,318.00</b>

This is to certify that I have checked the tabulation of the bids received by the City of Petal on October 25, 2016, and that said tabulation is true and correct to the best of my belief.

Warren Paving Inc.

411 West Oak Street  
Lumbert, MS 39441



EXHIBIT "B"

**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.*

1. Name and address of municipality:  
CITY OF PETAL, P O BOX 564, PETAL, MS 39465
2. List the date and population of the latest official U.S. Census or most recent official census:  
2010 - 10,454
3. Names, addresses and telephone numbers of officials (include elected officials, chief administrative officer, and attorney).  
SEE ATTACHED
4. Period of time covered by this questionnaire:  
From: 10-1-2015 To: 9-30-2016
5. Expiration date of current elected officials' term: JUNE 30, 2017

**MUNICIPAL COMPLIANCE QUESTIONNAIRE**

Year Ended September 30, 2016

Answer All Questions: Y - YES, N - NO, N/A - NON APPLICABLE

**Part I - General**

1. Have all ordinances been entered into the ordinance book and included in the minutes? (Section 21-13-13) Y
2. Do all municipal vehicles have public license plates and proper markings? (Sections 25-1-87 and 27-19-27) Y
3. Are municipal records open to the public? Y
4. Are meetings of the board open to the public? (Section 25-41-5) Y
5. Are notices of special or recess meetings posted? (Section 25-41-13) Y
6. Are all required personnel covered by appropriate surety bonds?  
\* Board or council members (Section 21-17-5) Y  
\* Appointed officers and those handling money, see statutes governing the form of government (i.e., Section 21-3-5 for Code Charter) Y  
\* Municipal clerk (Section 21-15-38) Y  
\* Deputy Clerk (Section 21-15-23) Y  
\* Chief of police (Section 21-21-1) Y  
\* Deputy police (Section 45-5-9) (if hired under this law) N/A
7. Are minutes of board meetings prepared to properly reflect the actions of the board? (Sections 21-15-17 and 21-15-19) Y
8. Are minutes of board meetings signed by the mayor or majority of the board within 30 days of the meeting? (Section 21-15-33) Y
9. Has the municipality complied with the nepotism law in its employment practices? (Section 25-1-53) Y
10. 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) Y
11. 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) Y

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

**PART II - Cash and Related Records**

1. Where required, is a claims docket maintained? (Section 21-39-7) Y
2. Are all claims paid in the order of their entry in the claims docket? (Section 21-39-9) Y
3. Does the claims docket identify the claimant, claim number, amount and fund from which each warrant will be issued? (Section 21-39-7) Y
4. 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) Y
5. Are warrants for approved claims held until sufficient cash is available in the fund from which it is drawn? (Section 21-39-13) Y
6. Has the municipality adopted and entered on its minutes a budget in the format prescribed by the Office of the State Auditor? (Sections 21-35-15, 21-35-7, and 21-35-9) Y
7. 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) Y
8. Has the municipality held a public hearing and published its adopted budget? (Sections 21-35-5, 27-39-203, 27-39-205) Y
9. Has the municipality complied with legal publication requirements when budgetary changes of 10% or more are made to a department's budget? (Section 21-35-25) Y
10. If revenues are less than estimated and a deficit is anticipated, did the board revise the budget by its regular July meeting? (Section 21-35-25) N/A

11. Have financial records been maintained in accordance with the chart of accounts prescribed by the State Auditor? (Section 21-35-11) Y
12. 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) Y
13. 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) Y
14. Has the municipality commissioned municipal depositories? (Sections 27-105-353 and 27-105-363) Y
15. Have investments of funds been restricted to those instruments authorized by law? (Section 21-33-323) Y
16. 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.) Y
17. Are fixed assets properly tagged and accounted for? Section II - Municipal Audit and Accounting Guide) Y
18. Is all travel authorized in advance and reimbursements made in accordance with Section 25-3-41? Y
19. Are all travel advances made in accordance with the State Auditor's regulations? (Section 25-3-41) Y

**PART III - Purchasing and Receiving**

1. Are bids solicited for purchases, when required by law (written bids and advertising)? (Section 31-7-13(b) and (c)) Y
2. Are all lowest and best bids decisions properly documented? (Section 31-7-13(d)) Y
3. Are all one-source item and emergency purchases documents on the board's minutes? (Section 31-7-13(m) and (k)) Y
4. Do all officers and employees understand and refrain from accepting gifts or kickbacks from suppliers? (Section 31-7-23) Y

EXHIBIT "B"

<b>PART IV - Bonds and Other Debt</b>			
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)	<u>Y</u>	
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)	<u>Y</u>	
3.	Have the required trust funds been established for utility revenue bonds? (Sections 21-27-65)	<u>Y</u>	
4.	Have expenditures of bond proceeds been strictly limited to the purposes for which the bonds were issued? (Section 21-33-317)	<u>Y</u>	
5.	Has the municipality refrained from borrowing, except where it had specific authority? (Section 21-17-5)	<u>Y</u>	
<b>PART V - Taxes and Other receipts</b>			
1.	Has the municipality adopted the county ad valorem tax rolls? (Section 27-35-167)	<u>Y</u>	
2.	Are interest and penalties being collected on delinquent ad valorem taxes? (Section 21-33-53)	<u>Y</u>	
3.	Has the municipality conducted an annual land sale for delinquent ad valorem taxes? (Section 21-33-63) <b>*THIS IS COLLECTED BY THE FORREST COUNTY TAX COLLECTOR*</b>	<u>*Y</u>	
4.	Have the various ad valorem tax collections been deposited into the appropriate funds? (Separate Funds for Each Tax Levy) (Section 21-33-53) <b>*THIS IS CONDUCTED BY THE FORREST COUNTY TAX COLLECTOR*</b>	<u>*Y</u>	
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)	<u>Y</u>	
6.	Are local privilege taxes collected from all businesses located within the municipality, except those exempted? (Section 27-17-5)	<u>Y</u>	
7.	Are transient vendor taxes collected from all transient vendors within the municipality, except those exempted? (Section 75-85-1)	<u>Y</u>	
8.	Is money received from the state's "Municipal Fire Protection Fund" spent only to improve municipal fire departments? (Section 83-1-37)	<u>Y</u>	
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? (Section 83-1-37 and 83-1-39)		<u>Y</u>
10.	Are state-imposed court assessments collected and settled monthly? (Section 99-19-73, 83-39-31, etc.)		<u>Y</u>
11.	Are all fines and forfeitures collected when due and settled immediately to the municipal treasury? (Section 21-15-21)		<u>Y</u>
12.	Are bids solicited by advertisement or, under special circumstances, three appraisals obtained when real property is sold? (Section 21-17-1)		<u>Y</u>
13.	Has the municipality determined the full and complete cost for solid waste for the previous fiscal year? (Section 17-17-347)		<u>Y</u>
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)		<u>N/A</u>
15.	Has the municipality conducted an annual inventory of its assets in accordance with guidelines established by the Office of the State Auditor? (MMAAG)		<u>Y</u>

**Certification to Municipal Compliance**

Questionnaire Year Ended September 30, 20 16

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.

Melissa Martin  
(City Clerk Signature)

Hal Marx  
(Mayor Signature)

11/01/2016  
(Date)

11-17-16  
(Date)

Minute Book References:

Book Number 35

Page \_\_\_\_\_

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

**ELECTED OFFICIALS INFO**

Alderman Brad Amacker  
387 Cedar Street  
Petal, MS 39465  
601-543-5307

Mayor Hal Marx  
223 Arkwood Lane  
Petal, MS 39465  
601-543-9639

Alderman Craig Bullock  
224 3<sup>rd</sup> Avenue  
Petal, MS 39465  
601-329-3854

Attorney Tom Tyner (Appointed)  
P O Box 1646  
Hattiesburg, MS 39403  
601-336-6456

Alderman David Clayton  
50 Yorktown Point  
Petal, MS 39465  
601-606-1736

City Clerk Melissa Martin (Appointed)  
145 Shows Rd  
Petal, MS 39465  
601-543-4285

Alderman Tony Ducker  
28 Woodland Square  
Petal, MS 39465  
601-299-1527

Alderman William King IV  
65 W Temple Road  
Petal, MS 39465  
601-606-7396

Alderman Clint Moore  
307 Ford Drive  
Petal, MS 39465  
601-270-3122

Alderman Steve Stringer  
408 Bryant Street  
Petal, MS 39465  
601-270-4176

City of Petal (Wendy & Lynn) Accounts Payable Status Report

Table with columns: Org Name & Lookup, Invoice Date, Invoice Number, A/P Due Date, A/P Description, Original A/P Owed, Balance Due. Lists various vendors like CENTERPOINT ENERGY and CHASE'S TIRE & AUTO.

City of Petal (Wendy & Lynn) Accounts Payable Status Report

Table with columns: Org Name & Lookup, Invoice Date, Invoice Number, A/P Due Date, A/P Description, Original A/P Owed, Balance Due. Lists vendors like Lynn Campfield and A & R FARM AND GARDEN.

Handwritten signatures and notes at the bottom of the second page.

City of Petal (Wendy & Lynn) Accounts Payable Status Report

Table with columns: Org Name & Lookup, Invoice Date, Invoice Number, A/P Due Date, A/P Description, Original A/P Owed, Balance Due. Lists vendors like COMCAST CABLEVISION OF HATTIES and DEERE & COMPANY.

City of Petal (Wendy & Lynn) Accounts Payable Status Report

Table with columns: Org Name & Lookup, Invoice Date, Invoice Number, A/P Due Date, A/P Description, Original A/P Owed, Balance Due. Lists vendors like BARDING GENERATOR and CAMERON ELECTRIC MOTOR CO.

CITY OF PETAL MINUTE BOOK 35 EXHIBIT 'C'





EXHIBIT "D"

100610 RAT

100610 RAT

WORK ORDER  
Dated: October 10, 2016

This Work Order is issued between CLIENT and MOTT MacDONALD, LLC, pursuant to the General Terms and Conditions (attached hereto) between the parties dated the 10th day of October 2016, and subject to all the terms and conditions thereof.

SCOPE OF WORK TO BE PERFORMED

The ENGINEER is hereby requested to perform the following services (the "Work"):

Task A – Implementation of Minimum Control Measures

Mott MacDonald (MM) proposes to review and continue to implement and/or improve the existing Stormwater Management Program that is composed of six program elements, or minimum control measures. A summary of the minimum control measures that constitute the Stormwater Management Program follow:

**A.1 Public Education and Outreach**

**A.1.a** Implement a public education program to distribute educational materials to the community, or conduct equivalent outreach activities about the impacts of stormwater discharges on local water bodies and the steps that can be taken to reduce stormwater pollution; and

**A.1.b** Determine the appropriate best management practices (BMPs) and measurable goals for the minimum control measure.

**A.2 Public Participation and Involvement**

**A.2.a** Comply with applicable State and Local public notice requirements; and

**A.2.b** Determine the appropriate best management practices (BMPs) and measurable goals for the minimum control measure.

**A.3 Illicit Discharge Detection and Elimination**

**A.3.a** Develop a storm sewer system map, showing the location of all outfalls and the names and locations of all waters of the United States that receive discharges from those outfalls; and

**A.3.b** Through an ordinance, or other regulatory mechanism, develop a prohibition (to the extent allowable under State or Local Law) on non-stormwater discharges into the MS4, and appropriate enforcement procedures and actions; and

**A.3.c** Develop a plan to detect and address non-stormwater discharges, including illegal dumping, into the MS4; and

**A.6.b** Include employee training on how to incorporate pollution prevention / good housekeeping techniques into municipal operations such as park and open space maintenance, fleet and building maintenance, new construction and land disturbances, and stormwater system maintenance; and

**A.6.c** Determine the appropriate best management practices (BMPs) and measurable goals for this minimum control measure.

Common to all of the minimum control measures are the best management practices (BMPs). MM will implement and manage the Best Management Practices (BMP's) that the City of Petal has in place to reach the measurable goals that are associated with each of the minimum control measures.

The BMPs include, but are not limited to:

- Distribution of Educational Material
- Public Classroom Education
- Workshops for Professionals
- City Stormwater Steering Committee
- Volunteer Cleanup Events and other public events
- Waste Collection Center
- Maintain Municipal Stormwater Map
- Inspection and Maintenance of Stormwater System
- Identification of Illegal Discharges
- Train City Employees on Identification of illegal Discharges and BMP's
- Construction Site Ordinances and Inspection

MM will continue to evaluate these existing practices as they are implemented and make recommendations to the City if improvements are required, or if any additional practices are required to fulfill the obligations of the permit.

As part of the inspection of stormwater system and the identification of illegal discharges, MM may require the services of a testing laboratory qualified to perform water and soil quality and testing. These services will be provided through a sub-consultant.

Task B – Annual Reporting and Recharge

Mott MacDonald proposes to compile and submit an annual report of the existing BMP's and proposed goals for the next annual period for the purpose of recharge of the Stormwater Management MS4 permit. The findings of this report will be presented to the City government for their review and approval.

COMPENSATION

The ENGINEER shall be compensated as follows:

**A.3.d** Educate public employees, businesses, and the general public about the hazards associated with illegal discharges and improper disposal of wastes; and

**A.3.e** Determine appropriate best management practices (BMPs) and measurable goals for this minimum control measure.

**A.4 Construction Site Runoff Control**

**A.4.a** Have an ordinance or other regulatory mechanism requiring the implementation of proper erosion and sediment controls, and controls for other wastes, on applicable construction sites; and

**A.4.b** Have procedures for site plan review of construction plans that consider potential water quality impacts; and

**A.4.c** Have procedures for site inspection and enforcement of control measures; and

**A.4.d** Have sanctions to ensure compliance (established in the ordinance or other regulatory mechanism); and

**A.4.e** Establish procedures for the receipt and consideration of information submitted by the public; and

**A.4.f** Determine the appropriate best management practices (BMPs) and measurable goals for this minimum control measure.

**A.5 Post-Construction Runoff Control**

**A.5.a** Develop and implement strategies which include a combination of structural and/or nonstructural best management practices (BMPs); and

**A.5.b** Have an ordinance or other regulatory mechanism requiring the implementation of post-construction runoff controls to the extent allowable under State or Local Law; and

**A.5.c** Ensure adequate long-term operation and maintenance of controls; and

**A.5.d** Determine the appropriate best management practices (BMPs) and measurable goals for this minimum control measure.

**A.6 Pollution Prevention and Good Housekeeping**

**A.6.a** Develop and implement an operation and maintenance program with the ultimate goal of preventing or reducing pollutant runoff from municipal operations into the storm sewer system; and

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Task	Proposed Fee
A. Implementation of Minimum Control Measures	Time and Materials
B. Annual Reporting and Recharge	Time and Materials
C. Retainer	\$100/month

Time and Materials. ENGINEER's compensation shall be on a time and materials basis, to be billed at the rates set forth in Exhibit B to this Work Order, with total billings not to exceed \$11,000.

AUTHORIZATION

The undersigned Authorized Representative represents that funds have been duly appropriated and committed for this Work Order and that the Work has been duly authorized by the CLIENT. A copy of the CLIENT's authorizing Resolution is annexed hereto.

ACCEPTED:

Dated: 11/02/16

CLIENT

By: Hal Marx  
Type or Print Name  
Mayor  
Title

MOTT MacDONALD, LLC

Dated: \_\_\_\_\_

By: \_\_\_\_\_  
Kendall L. Kilpatrick, P.E.  
Vice President