

BE IT REMEMBERED THAT THERE WAS BEGUN AND HELD THE REGULAR MEETING OF THE MAYOR AND BOARD OF ALDERMEN OF THE CITY OF PETAL, MISSISSIPPI ON NOVEMBER 16, 1999 AT 7:00 P.M. IN THE BOARD ROOM OF SAID CITY.

THOSE PRESENT

MAYOR JACK GAY

CITY ATTORNEY

THOMAS W. TYNER

ALDERMEN

WILLIE W. HINTON  
CHARLES E. HOLBROOK  
ROBERT F. LANGFORD  
DONALD H. ROWELL  
LEROY SCOTT

OTHERS PRESENT

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

THE INVOCATION WAS OFFERED BY WILLIE W. HINTON.

THE PLEDGE OF ALLEGIANCE WAS RECITED.

WHEREAS, MAYOR GAY PRESENTED THE AGENDA WITH THE FOLLOWING AMENDMENTS:

X. GENERAL BUSINESS

8. REQUEST FOR THE CITY TO PURCHASE 50 ADS ON RADIO 103

XI. SEMINAR & TRAVEL

B) SMALL TOWN CONFERENCE SPONSORED BY MISSISSIPPI MUNICIPAL LEAGUE

THEREUPON, ALDERMAN HINTON MADE A MOTION TO ADOPT THE AGENDA WITH THE FOREGOING AMENDMENTS. ALDERMAN SCOTT SECONDED THE MOTION.

THOSE PRESENT AND VOTING "YEA"

ALDERMAN WILLIE W. HINTON  
ALDERMAN CHARLES E. HOLBROOK  
ALDERMAN ROBERT F. LANGFORD  
ALDERMAN DONALD H. ROWELL  
ALDERMAN LEROY SCOTT

THOSE PRESENT AND VOTING "NAY"

NONE

WHEREAS, MAYOR GAY PRESENTED THE MINUTES OF THE HEARING OF NOVEMBER 2, 1999 AND THE MINUTES OF THE REGULAR MEETING OF NOVEMBER 2, 1999.

THEREUPON, ALDERMAN SCOTT MADE A MOTION TO ACCEPT THE MINUTES AS WRITTEN. ALDERMAN LANGFORD SECONDED THE MOTION.

THOSE PRESENT AND VOTING "YEA"

ALDERMAN WILLIE W. HINTON  
ALDERMAN CHARLES E. HOLBROOK  
ALDERMAN ROBERT F. LANGFORD  
ALDERMAN DONALD H. ROWELL  
ALDERMAN LEROY SCOTT

THOSE PRESENT AND VOTING "NAY"

NONE

WHEREAS, MAYOR GAY CALLED FOR PUBLIC COMMENT BUT THERE WAS NONE.

WHEREAS, MAYOR GAY RECOMMENDED TERMINATION OF EMPLOYEE #14019 CRAIG WILLIAMS, SINCE HE LEFT THE JOB WITHOUT NOTICE OR OFFICIAL RESIGNATION.

SEE EXHIBIT "A"

THEREUPON, ALDERMAN SCOTT MADE A MOTION TO TERMINATE MR. WILLIAMS EFFECTIVE NOVEMBER 12, 1999. ALDERMAN HINTON SECONDED THE MOTION.

THOSE PRESENT AND VOTING "YEA"

ALDERMAN WILLIE W. HINTON  
ALDERMAN CHARLES E. HOLBROOK  
ALDERMAN ROBERT F. LANGFORD  
ALDERMAN DONALD H. ROWELL  
ALDERMAN LEROY SCOTT

THOSE PRESENT AND VOTING "NAY"

NONE

WHEREAS, MAYOR GAY PRESENTED THE MUNICIPAL COMPLIANCE QUESTIONNAIRE THAT THE CITY IS REQUIRED TO COMPLETE AT THE END OF EACH FISCAL YEAR.

THEREUPON, ALDERMAN SCOTT MADE A MOTION TO ACCEPT THE QUESTIONNAIRE AND TO MAKE IT A PART OF THE CITY'S MINUTES. ALDERMAN HINTON SECONDED THE MOTION.

SEE EXHIBIT "B"

MUNICIPAL COMPLIANCE QUESTIONNAIRE

THOSE PRESENT AND VOTING "YEA"

ALDERMAN WILLIE W. HINTON  
ALDERMAN CHARLES E. HOLBROOK  
ALDERMAN ROBERT F. LANGFORD  
ALDERMAN DONALD H. ROWELL  
ALDERMAN LEROY SCOTT

THOSE PRESENT AND VOTING "NAY"

NONE

WHEREAS, MAYOR GAY PRESENTED A REQUEST FROM THE WATER DEPARTMENT TO ISSUE A REFUND TO MR. BUDDY WIGLEY BECAUSE WHEN MR. WIGLEY CLOSED HIS ACCOUNT THERE WAS A \$47.10 CREDIT BALANCE.

THEREUPON, ALDERMAN ROWELL MADE A MOTION TO REFUND MR. WIGLEY THE \$47.10. ALDERMAN LANGFORD SECONDED THE MOTION.

THOSE PRESENT AND VOTING "YEA"

ALDERMAN WILLIE W. HINTON  
ALDERMAN CHARLES E. HOLBROOK  
ALDERMAN ROBERT F. LANGFORD  
ALDERMAN DONALD H. ROWELL  
ALDERMAN LEROY SCOTT

THOSE PRESENT AND VOTING "NAY"

NONE

WHEREAS, MAYOR GAY PRESENTED THE FOLLOWING PROOF OF PUBLICATION:

A) ANNUAL DRINKING WATER REPORT

THEREUPON, ALDERMAN SCOTT MADE A MOTION THAT THE FOREGOING PROOFS OF PUBLICATION BE ACCEPTED AND FILED. ALDERMAN HOLBROOK SECONDED THE MOTION.

THOSE PRESENT AND VOTING "YEA"

ALDERMAN WILLIE W. HINTON  
ALDERMAN CHARLES E. HOLBROOK  
ALDERMAN ROBERT F. LANGFORD  
ALDERMAN DONALD H. ROWELL  
ALDERMAN LEROY SCOTT

THOSE PRESENT AND VOTING "NAY"

NONE

WHEREAS, MAYOR GAY PRESENTED THE FOLLOWING REQUEST FROM CHIEF JARRELL TO CHANGE CAPTAIN ROY JOHNSON, LT. ROBIN KINSEY AND LT WILLIAM KING TO SALARY PAY FROM HOURLY PAY.

SEE EXHIBIT "C"  
CHIEF'S REQUEST

THEREUPON, ALDERMAN SCOTT MADE A MOTION TO TABLE THE MATTER UNTIL THE MAYOR HAS AN OPPORTUNITY TO TALK TO CHIEF JARRELL. ALDERMAN HINTON SECONDED THE MOTION.

THOSE PRESENT AND VOTING "YEA"

ALDERMAN WILLIE W. HINTON  
ALDERMAN CHARLES E. HOLBROOK  
ALDERMAN ROBERT F. LANGFORD  
ALDERMAN DONALD H. ROWELL  
ALDERMAN LEROY SCOTT

THOSE PRESENT AND VOTING "NAY"

NONE

WHEREAS, MAYOR GAY PRESENTED THE FOLLOWING REQUEST FROM CHIEF JARRELL TO PURCHASE TEN (10) 800 MHZ RADIOS FROM COMMERCIAL COMMUNICATIONS AT STATE CONTRACT PRICE.

SEE EXHIBIT "D"

CHIEF'S REQUEST

THEREUPON, ALDERMAN HOLBROOK MADE A MOTION TO AUTHORIZE THE PURCHASE OF THE TEN (10) 800 MHZ RADIOS FROM COMMERCIAL COMMUNICATIONS. ALDERMAN LANGFORD SECONDED THE MOTION.

THOSE PRESENT AND VOTING "YEA"

ALDERMAN WILLIE W. HINTON  
ALDERMAN CHARLES E. HOLBROOK  
ALDERMAN ROBERT F. LANGFORD  
ALDERMAN DONALD H. ROWELL  
ALDERMAN LEROY SCOTT

THOSE PRESENT AND VOTING "NAY"

NONE

WHEREAS, MAYOR GAY PRESENTED THE FOLLOWING REQUEST FROM CHIEF JARRELL TO TRADE OUT THE CURRENT DUTY WEAPONS FOR NEW KLOCK 45 WEAPONS THRU KLOCK ARMOR COMPANY.

SEE EXHIBIT "E"

CHIEF'S REQUEST

THEREUPON, ALDERMAN LANGFORD MADE A MOTION TO AUTHORIZE THE TRADE-IN OF THE CURRENT DUTY WEAPONS FOR THE NEW KLOCK 45 WEAPONS AND FOR THE COST TO BE PAID BY THE LADIES AUXILIARY. ALDERMAN HOLBROOK SECONDED THE MOTION.

THOSE PRESENT AND VOTING "YEA"

ALDERMAN WILLIE W. HINTON  
ALDERMAN CHARLES E. HOLBROOK  
ALDERMAN ROBERT F. LANGFORD  
ALDERMAN DONALD H. ROWELL  
ALDERMAN LEROY SCOTT

THOSE PRESENT AND VOTING "NAY"

NONE

WHEREAS, MAYOR GAY PRESENTED A REQUEST FROM DAN TOLBERT TO ATTEND THE NATIONAL FLOOD INSURANCE PROGRAM ON DECEMBER 6-9, 1999 IN BILOXI, MS.

THEREUPON, ALDERMAN SCOTT MADE A MOTION TO AUTHORIZE MR. TOLBERT TO ATTEND THE NATIONAL FLOOD INSURANCE PROGRAM AND TO PAY HIS EXPENSES. ALDERMAN HOLBROOK SECONDED THE MOTION.

THOSE PRESENT AND VOTING "YEA"

ALDERMAN WILLIE W. HINTON  
ALDERMAN CHARLES E. HOLBROOK  
ALDERMAN ROBERT F. LANGFORD  
ALDERMAN DONALD H. ROWELL  
ALDERMAN LEROY SCOTT

THOSE PRESENT AND VOTING "NAY"

NONE

WHEREAS, MAYOR GAY STATED THAT THE MISSISSIPPI MUNICIPAL LEAGUE IS SPONSORING A SMALL TOWNS CONFERENCE ON DECEMBER 9, 1999 IN JACKSON.

THEREUPON, ALDERMAN SCOTT MADE A MOTION TO AUTHORIZE THE MAYOR TO ATTEND AND TO PAY HIS EXPENSES. ALDERMAN HINTON SECONDED THE MOTION.

THOSE PRESENT AND VOTING "YEA"

ALDERMAN WILLIE W. HINTON  
ALDERMAN CHARLES E. HOLBROOK  
ALDERMAN ROBERT F. LANGFORD  
ALDERMAN DONALD H. ROWELL  
ALDERMAN LEROY SCOTT

THOSE PRESENT AND VOTING "NAY"

NONE

WHEREAS, MAYOR GAY PRESENTED THE PRIVILEGE LICENSE REPORT FOR THE MONTH OF OCTOBER, 1999.

WHEREAS, MAYOR GAY PRESENTED THE REVENUES AND EXPENDITURES REPORT FOR THE MONTH OF OCTOBER.

THEREUPON, ALDERMAN HINTON MADE A MOTION TO ACCEPT THE REVENUES AND EXPENDITURES FOR THE MONTH OF OCTOBER. ALDERMAN LANGFORD SECONDED THE MOTION.

THOSE PRESENT AND VOTING "YEA"

ALDERMAN WILLIE W. HINTON  
ALDERMAN CHARLES E. HOLBROOK  
ALDERMAN ROBERT F. LANGFORD  
ALDERMAN DONALD H. ROWELL  
ALDERMAN LEROY SCOTT

THOSE PRESENT AND VOTING "NAY"

NONE

WHEREAS, CITY ATTORNEY THOMAS W. TYNER REQUESTED THAT THE BOARD ENTER INTO AND EXECUTIVE SESSION TO DISCUSS PENDING LITIGATION.

THEREUPON, ALDERMAN SCOTT MADE A MOTION TO CLOSE THE MEETING TO DETERMINE IF AN EXECUTIVE MEETING IS NEEDED TO DISCUSS PENDING LITIGATION.. ALDERMAN HINTON SECONDED THE MOTION.

THOSE PRESENT AND VOTING "YEA"

ALDERMAN WILLIE W. HINTON  
ALDERMAN CHARLES E. HOLBROOK  
ALDERMAN ROBERT F. LANGFORD  
ALDERMAN DONALD H. ROWELL

ALDERMAN LEROY SCOTT

THOSE PRESENT AND VOTING "NAY"

NONE

MAYOR GAY REOPENED THE MEETING.

THEREUPON, ALDERMAN LANGFORD MADE A MOTION TO ENTER INTO EXECUTIVE SESSION TO DISCUSS PENDING LITIGATION. ALDERMAN ROWELL SECONDED THE MOTION.

THOSE PRESENT AND VOTING "YEA"

ALDERMAN WILLIE W. HINTON  
ALDERMAN CHARLES E. HOLBROOK  
ALDERMAN ROBERT F. LANGFORD  
ALDERMAN DONALD H. ROWELL  
ALDERMAN LEROY SCOTT

THOSE PRESENT AND VOTING "NAY"

NONE

THEREUPON, ALDERMAN HINTON MADE A MOTION TO ADJOURN THE EXECUTIVE SESSION. ALDERMAN LANGFORD SECONDED THE MOTION.

THOSE PRESENT AND VOTING "YEA"

ALDERMAN WILLIE W. HINTON  
ALDERMAN CHARLES E. HOLBROOK  
ALDERMAN ROBERT F. LANGFORD  
ALDERMAN DONALD H. ROWELL  
ALDERMAN LEROY SCOTT

THOSE PRESENT AND VOTING "NAY"

NONE

THERE WAS NO OFFICIAL ACTION TAKEN IN THE EXECUTIVE SESSION.

WHEREAS, ALDERMAN SCOTT MADE A MOTION TO ADJOURN. ALDERMAN HOLBROOK SECONDED THE MOTION.

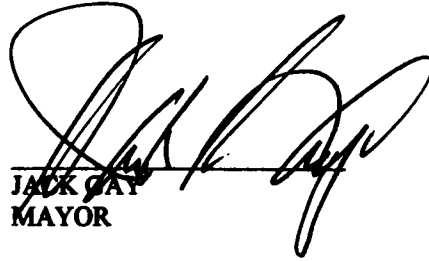
THOSE PRESENT AND VOTING "YEA"

ALDERMAN WILLIE W. HINTON  
ALDERMAN CHARLES E. HOLBROOK  
ALDERMAN ROBERT F. LANGFORD  
ALDERMAN DONALD H. ROWELL  
ALDERMAN LEROY SCOTT

THOSE PRESENT AND VOTING "NAY"

NONE

THEREBEING NO FURTHER BUSINESS, THE REGULAR MEETING OF THE MAYOR  
AND BOARD OF ALDERMAN OF THE CITY OF PETAL, MISSISSIPPI WAS ADJOURNED ON  
THIS THE 16<sup>TH</sup> DAY OF NOVEMBER, AD, 1999.



JACK GAY  
MAYOR

(SEAL)

ATTEST:



PRISCILLA C. DANIEL  
CITY CLERK

**EXHIBIT "A"**

*November 12, 1999*

**TO: BOARD OF ALDERMEN**

**FROM: JACK GAY, MAYOR**

**SUBJECT: TERMINATION OF EMPLOYEE # 14019**

**CRAIG WILLIAMS, EMPLOYEE #14019, SEWER DEPARTMENT, CAME IN EARLY FRIDAY, NOVEMBER 12, 1999, TURNED IN HIS UNIFORMS, KEYS, GAS CARD AND TOLD FELLOW EMPLOYEE THAT HE WAS LEAVING.**

**I KNEW HE HAD BEEN OFFERED HIS OLD JOB BACK WITH MORE MONEY, \$8.00 PER HOUR AND I WAS GOING TO ADDRESS THIS WITH YOU AT THIS BOARD MEETING BUT I GUESS HE WAS NOT WILLING TO WAIT. AS LATE AS THURSDAY HE ASSURED ME THAT HE WANTED TO STAY WITH THE CITY.**

**SINCE HE GAVE NO NOTICE OR OFFICIAL RESIGNATION, I AM RECOMMENDING TERMINATION.**

**THANKS FOR YOUR CONSIDERATION,**

MUNICIPAL COMPLIANCE QUESTIONNAIRE  
EXHIBIT B

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 worksheets 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:  
7883
3. Names, addresses and telephone numbers of officials (include elected officials, chief administrative officer, and attorney):  
MAYOR, JACK GAY 304 GARDEN LANE PETAL MS 582-1665  
CITY ATTORNEY, THOMAS TYNER 315 HENPHILL HATTIESBURG MS 583-2671  
ALDERMAN, WILLIE M. NINTON 201 BENNETT STREET PETAL MS 544-6441  
ALDERMAN, CHARLES E. HOLBROOK 204 SUN CIRCLE PETAL MS 544-3659  
ALDERMAN, ROBERT F. LANGFORD 110 WEST 7TH AVE PETAL MS 544-6971  
ALDERMAN, DONALD H. ROWELL 100 STARLANE DR PETAL MS 545-2393  
ALDERMAN, LEROY SCOTT 113 AZALEA AVE PETAL MS 583-1519  
CITY CLERK, PRISCILLA C. DANIEL, 2122 OLD RICHTON ROAD, PETAL, MS 544-8166
4. Period of time covered by this questionnaire:  
From: 10/1/98 To: 09/30/99
5. Expiration date of current elected officials' term: 7/2001

PETAL  
(MUNICIPALITY)

Certification to Municipal Compliance Questionnaire

Year Ended September 30, 1999

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.

  
(City Clerk's Signature)

  
(Mayor's Signature)

11/16/99  
(Date)

11/16/99  
(Date)

Minute Book References:

Book Number 18  
Page 514

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

MUNICIPAL COMPLIANCE QUESTIONNAIRE

ANSWER ALL QUESTIONS: Y - YES, N - NO, N/A - NOT 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 27-18-27) Y
3. Are municipal records open to the public? (Section 25-81-5) 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?
  - 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 21-15-36) 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) Y
7. Are minutes of board meetings prepared to properly reflect the actions of the board? (Sections 21-15-17 and 21-15-18) 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



**CITY OF PETAL  
MINUTE BOOK 18  
MUNICIPAL COMPLIANCE QUESTIONNAIRE**

3. Are all one-source item and emergency purchases documented on the board's minutes? (Section 31-7-13(m) and (k)) **EXHIBIT "B"** Y
4. Do all officers and employees understand and refrain from accepting gifts or kickbacks from suppliers? (Section 31-7-23) Y

**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) Y
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) Y
3. Have the required trust funds been established for utility revenue bonds? (Section 21-27-65) Y
4. Have expenditures of bond proceeds been strictly limited to the purposes for which the bonds were issued? (Section 21-33-317) Y
5. Has the municipality refrained from borrowing, except where it had specific authority? (Section 21-17-5) Y

**PART V - TAXES AND OTHER RECEIPTS**

1. Has the municipality adopted the county ad valorem tax rolls? (Section 27-35-167) Y
2. Are interest and penalties being collected on delinquent ad valorem taxes? (Section 21-33-53) Y
3. Has the municipality conducted an annual land sale for delinquent ad valorem taxes? (Section 21-33-63) (COUNTY COLLECTS) Y
4. Have the various ad valorem tax collections been deposited into the appropriate funds? (Separate Funds for Each Tax Levy) (Section 21-33-53) Y

IV-A12

**MUNICIPAL COMPLIANCE QUESTIONNAIRE**

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) Y
6. Are local privilege taxes collected from all businesses located within the municipality, except those exempted? (Section 27-17-5) Y
7. Are transient vendor taxes collected from all transient vendors within the municipality, except those exempted? (Section 75-85-1) Y
8. Is money received from the state's "Municipal Fire Protection Fund" spent only to improve municipal fire departments? (Section 83-1-37) Y
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) Y
10. Are state-imposed court assessments collected and settled monthly? (Section 99-19-73) Y
11. Are all fines and forfeitures collected when due and settled immediately to the municipal treasury? (Section 21-15-21) Y
12. Are bids solicited by advertisement or, under special circumstances, three appraisals obtained when real property is sold? (Section 21-17-1) Y

IV-A13

CITY OF PETAL  
MINUTE BOOK 18  
MUNICIPAL COMPLIANCE QUESTIONNAIRE

PAGE 522

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)
12. 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)

Y

Y

**PART II - CASH AND RELATED RECORDS**

1. Where required, is a claims docket maintained? (Section 21-39-7)
2. Are all claims paid in the order of their entry in the Claims docket? (Section 21-39-9)
3. Does the claims docket identify the claimant, claim number, amount and fund from which each warrant will be issued? (Section 21-39-7)
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)
5. Are warrants for approved claims held until sufficient cash is available in the fund from which it is drawn? (Section 21-39-13)
6. Has the municipality adopted and entered on its minutes a budget in the format prescribed by the Office of the State Auditor? (Sections 21-35-5, 21-35-7 and 21-35-9)
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)
8. Has the municipality held a public hearing and published its adopted budget? (Section 21-35-5)
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

Y

Y

Y

Y

Y

Y

Y

Y

IV-A10

MUNICIPAL COMPLIANCE QUESTIONNAIRE

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)
11. Have financial records been maintained in accordance with the chart of accounts prescribed by the State Auditor? (Section 21-35-11)
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)
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)
14. Has the municipality commissioned municipal depositories? (Sections 27-105-353 and 27-105-363)
15. Have investments of funds been restricted to those instruments authorized by law? (Section 21-33-323)
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.)
17. Are fixed assets property tagged and accounted for? (Section 7-7-211 - Municipal Audit and Accounting Guide)
18. Is all travel authorized in advance and reimbursements made in accordance with Section 25-3-41?
19. Are all travel advances made in accordance with the State Auditor's regulations? (Section 25-9-41)

Y

Y

Y

Y

Y

Y

Y

Y

Y

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))
2. Are all lowest and best bid decisions properly documented? (Section 31-7-13(d))

Y

Y

IV-A11

EXHIBIT "C"



CITY OF PETAL  
DEPARTMENT OF POLICE

P. O. BOX 583  
PETAL, MISSISSIPPI 39465  
PHONE 601-544-5331  
FAX 601-544-5347

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November 16, 1999

To: Mayor and Board of Alderman

Re: Hourly Pay to Salary

This is a request to change Capt. Roy Johnson, Lt. Robin Kinsey, and Lt. William King to salary pay from hourly pay. This would allow my staff to be at work five (5) days a week.

The approval of this request will enhance our ability to communicate better the day-to-day operation of the police department. It would also do away with their personal days. This request is to come into effect on Jan 01, 2000.

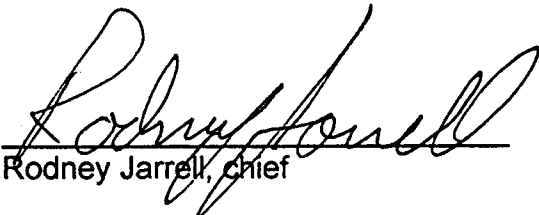
  
Rodney Jarrell, chief

EXHIBIT "D"



CITY OF PETAL  
DEPARTMENT OF POLICE

P. O. BOX 583  
PETAL, MISSISSIPPI 39465  
PHONE 601-544-5331  
FAX 601-544-5347

November 16, 1999

TO: Mayor and the Board of Aldermen

RE: 800 MHz Radios

This is a request to purchase ten (10) 800 MHz radios form Commercial Communication. The Original request in our budget was for seven (7) radios at a cost of \$10,000.00.

We have found that we can purchase about the same radio with only one feature difference. The price difference makes this purchase much more economical. The price of these radios is \$552.00 each. The price of the original radios was \$1300.00.

We have received two quotes. We request to purchase the radios from Commercial Communications For the amount of \$5,874.00.

  
Rodney Jaquell, Chief

EXHIBIT "E"



CITY OF PETAL  
DEPARTMENT OF POLICE

P. O. BOX 583  
PETAL, MISSISSIPPI 39465  
PHONE 601-544-5331  
FAX 601-544-5347

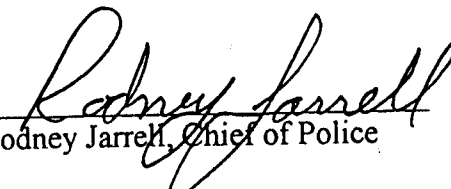
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Nov 16 1999

To: Mayor and Board of Alderman

Re: Duty Weapons

This is a request to allow the Police Department to trade in our current duty weapons on the new Klock 45's. The ladies auxiliary has completed a fundraiser to pay the difference between the costs of the trade, which is \$157.00 per weapon. Klock Armor co is allowing \$300.00 for each trade in on the current weapon.

  
Rodney Jarrell, Chief of Police

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