

# **City of Hattiesburg, MS**

*200 Forrest St.  
P.O. Box 1898  
Hattiesburg, MS 39401*



## **Meeting Agenda**

**Tuesday, March 6, 2018**

**5:00 PM**

**Council Chambers**

**City Council**

**I. Call to Order****II. Call to Prayer and Pledge of Allegiance****III. Agenda Order****IV. Approval of Minutes of the February 5, 6 and 20, 2018, City Council meetings.****V. PRESENTATION AGENDA****VI. POLICY AGENDA****VI.-1     [2018-263](#)**

Adopt a Resolution declaring certain vehicles as surplus, authorizing the sale of said vehicles at auction and the removal of said vehicles from the inventory of the Hattiesburg Police Department. (See attached List)

**Attachments:**     [Memo Declaring Surplus](#)  
                          [RES-Surplus Vehicles, Auction](#)

**VI.-2     [2018-264](#)**

Adopt a Resolution to declare two vehicles, a 2008 Crown Victoria, VIN# 2FAFP71VX147888, and a 2009 Crown Victoria, VIN # 2FAHP71V99X135287, as surplus and donate to the Lumberton Police Department.

**Attachments:**     [Donation Request from Lumberton](#)  
                          [Memo from Chief for Lumberton](#)  
                          [RES-Surplus Vehicles, Lumberton](#)

**VI.-3     [2018-254](#)**

Adopt a Resolution to declare the following vehicle, a 2009 Dodge Charger VIN: 2B3AA4CTXAH159315, as surplus and donate to Wiggins Police Department.

**Attachments:**     [Surplus vehicle Wiggins Police Department](#)  
                          [Request Letter Wiggins Police](#)  
                          [RES-Surplus Vehicle, Wiggins](#)

**VI.-4**      [2018-266](#)

Adopt a Resolution to declare the following vehicle, a 2007 Crown Victoria VIN: 2FAFP3310FAFP71W17X130727, as surplus and donate to Metcalfe Police Department.

**Attachments:**      [Letter from Metcalfe](#)  
[Memo From Chief Parker for Metcalfe](#)  
[RES-Surplus Vehicle, Metcalfe](#)

**VI.-5**      [2018-251](#)

Adopt a Resolution to declare the following vehicle, a 2009 Dodge Charger VIN: 2B3KA43T99H617684, as surplus and donate to Petal School District.

**Attachments:**      [Surplus vehicle Petal School District](#)  
[RES-Surplus Vehicle, Petal School District](#)

**VI.-6**      [2018-285](#)

Authorize the Mayor and City Clerk to execute certification to the Municipal Compliance Questionnaire for fiscal year ending September 30,2016 and September 30,2017.

**Attachments:**      [2017-Compliance questionnaire](#)  
[2016 Compliance Questionnaire](#)

**VI.-7**      [2018-250](#)

Authorize Mayor to execute five copies of contract with Greater Southeast Construction, LLC for the Sullivan Park Pavilion Project (bid accepted February 6, 2018 at file no. 2018-197).

**Attachments:**      [Contract - unsigned](#)

**VI.-8**      [2018-259](#)

Authorize Mayor to execute lighting agreement with Mississippi Power Company for lighting at the intersection of Grace Avenue and W. 7th Street for a net increase of \$47.12 to the monthly bill.

**Attachments:**      [MS Power - Grace Ave & W 7th](#)

**VI.-9**      [2018-261](#)

Authorize Mayor to execute Supplemental Agreement No. 15 with ARE Consultants, Inc. in duplicate for Engineering Design services associated with the Bobby L. Chain Municipal Airport Runway 13-31 Safety and Drainage Improvements - Partial Parallel Taxiway Improvement Part 2 Project.

**Attachments:**      [Revised45DaySupp15Txwy2EngFinOpts](#)

**VI.-10**     [2018-262](#)

Authorize Mayor to execute Supplemental Agreement No. 16 with ARE Consultants, Inc. in duplicate for Construction Engineering & Inspection services associated with the Bobby L. Chain Municipal Airport Runway 13-31 Safety and Drainage Improvements - Partial Parallel Taxiway Improvement Part 2 Project.

**Attachments:**     [RevisedSupp16HBGTxwy2CA](#)

**VI.-11**     [2018-249](#)

Authorize the Mayor to execute a Memorandum of Understanding with Mississippi State Medical Association Alliance and the City of Hattiesburg Police Department to specify the obligations of both entities with respect to the collection, packaging, destruction, recording and reporting of the MedReturn Drug Collection Unit contents.

**Attachments:**     [MOU-Mississippi State Medical Association Alliance](#)

**VI.-12**     [2018-270](#)

Take from the Table to Approve or Deny to Adopt the revised City of Hattiesburg Employee Handbook.

**Attachments:**     [Emp Handbook proposed revised Jan 2018](#)

**VI.-13**     [2018-288](#)

Take from the Table to Approve or Deny Authorize Mayor to execute Task Order No.5 with Shows, Dearman and Waits, Inc. to provide professional services for a Comprehensive Sanitary Sewer Study for data collection, inspection and evaluation of the City's wastewater system.

**Attachments:**     [SD&W letter](#)  
                              [SSES Task order 5](#)

**VI.-14**     [2018-265](#)

Approve and Authorize Mayor to grant a Time Extension of 60 Calendar Days to Warren Paving, Inc. for the Hattiesburg Clinic Access Road project due to inclement weather conditions.

**Attachments:**     [Extension No. 2 for Hattiesburg DIP Project](#)  
                              [Mayor Barker-Letter](#)

**VI.-15**     [2018-258](#)

Approve "As Built" Change Order for the Bobby L. Chain Airport Taxiway A Extension project to adjust estimated quantities to actual quantities for a net decrease to the contract of \$31,986.70; Authorize Mayor to execute in triplicate.

Attachments:     [HBG Change Order for 24-2017](#)

**VI.-16**     [2018-287](#)

Approve and Authorize Mayor to execute sponsorship agreement between the City of Hattiesburg and Hattiesburg High School for sponsorship in the USA Baseball National High School Invitational Tournament, in accordance with Mississippi Code 17-3-1, in an amount not to exceed \$5,000.00.

Attachments:     [Sponsorship Agreement](#)

**VI.-17**     [2018-256](#)

Approve or Deny request of reclassification of one(1) part-time Records Clerk position to become an part-time Evidence Crime Scene Technician and increase the pay rate to \$15.00 per hour, in accordance with Ordinance 3154.

Attachments:     [Part-Time Evidence Custodian Crime Scene Technician Job Description](#)  
[Records Clerk Position Change](#)  
[Wage Change Form](#)

**VII. ROUTINE AGENDA****VII.-1**     [2018-273](#)

Acknowledge receipt of letter from the Mississippi Department of Revenue granting the requested ad valorem tax exemption to BP Rex Closures, LLC, for a period not to exceed ten(10) years, commencing on January 1, 2017 and ending December 31, 2026, with a true total value of \$1,603,057.00; adopt final order granting and allowing same.

Attachments:     [DOR Letter BP Rex Closures-2017](#)  
[BP Rex-Resolution 2017](#)

**VII.-2**     [2018-283](#)

Acknowledge receipt of letter from the Mississippi Department of Revenue granting ad valorem tax exemption to Dirt Cheap Building Supplies, LLC for a period not to exceed five(5) years, commencing on January 1, 2017 and ending December 31, 2021, with a true total value of \$592,837.00; adopt final order granting and allowing same.

**Attachments:**     [Reso Dirt Cheap-2017](#)  
                              [DOR Letter Dirt Cheap-2017](#)

**VII.-3**     [2018-282](#)

Acknowledge receipt of letter from the Mississippi Department of Revenue granting ad valorem tax exemption to Mississippi Tank Company, for a period not to exceed five(5) years, commencing on January 1, 2017 and ending December 31, 2021, with a true total value of \$1,974,092.00; adopt final order granting and allowing same.

**Attachments:**     [MS Tank Reso-2017](#)  
                              [DOR letter MS Tank-2017](#)

**VII.-4**     [2018-281](#)

Acknowledge receipt of letter from the Mississippi Department of Revenue granting ad valorem tax exemption to York International Corp, for a period not to exceed ten(10) years, commencing on January 1, 2017 and ending December 31, 2026, with a true total value of \$1,856,803.00; adopt final order granting and allowing same.

**Attachments:**     [York Reso-2017](#)  
                              [DOR Letter York International.](#)

**VII.-5**     [2018-280](#)

Acknowledge receipt of letter from the Mississippi Department of Revenue granting ad valorem tax exemption to Western Container Corporation, for a period not to exceed ten(10) years, commencing on January 1, 2017 and ending December 31, 2026, with a true total value of \$11,822,913.00; adopt final order granting and allowing same.

**Attachments:**     [Western Container Reso-2017](#)  
                              [DOR Letter Western Conatiner 2017](#)

**VII.-6**     [2018-279](#)

Acknowledge receipt of letter from the Mississippi Department of Revenue granting ad valorem tax exemption to Sofidel America Corp, for a period not to exceed ten(10) years, commencing on January 1, 2017 and ending December 31, 2026, with a true total value of \$32,359,043.00;adopt final order granting and allowing same.

**Attachments:**     [Sofidel Reso-2017](#)  
                              [DOR letter Sofidel-2017](#)

**VII.-7**     [2018-278](#)

Acknowledge receipt of letter from the Mississippi Department of Revenue granting the requested ad valorem tax exemption to CCM Capital Assets, LLC., for a period not to exceed ten(10) years, commencing on January 1, 2017 and ending December 31, 2026, with a true total value of \$3,871,008.00;adopt final order granting and allowing same.

**Attachments:**     [DOR Letter CCM 2017](#)  
                              [CCM Reso 2017](#)

**VII.-8**     [2018-277](#)

Acknowledge receipt of letter from the Mississippi Department of Revenue granting the requested ad valorem tax exemption to Excel Injection Molding, Inc., for a period not to exceed five(5) years, commencing on January 1, 2017 and ending December 31, 2021, with a true total value of \$476,385.00;adopt final order granting and allowing same.

**Attachments:**     [Excel final order reso-2017](#)  
                              [DOR Letter Excel 2017](#)

**VII.-9**     [2018-276](#)

Acknowledge receipt of letter from the Mississippi Department of Revenue granting the requested ad valorem tax exemption to Green Bay Converting, Inc , for a period not to exceed ten(10) years, commencing on January 1, 2017 and ending December 31, 2026, with a true total value of \$1,561,338.00;adopt final order granting and allowing same.

**Attachments:**     [Green Bay Reso-2017](#)  
                              [DOR Letter Green Bay Converting](#)

**VII.-10**    [2018-275](#)

Acknowledge receipt of letter from the Mississippi Department of Revenue granting an ad valorem tax exemption to Wis-Pak of Hattiesburg, LLC , for a period not to exceed ten(10) years, commencing on January 1, 2017 and ending December 31, 2026, with a true total value of \$6,326,489.00;adopt final order granting and allowing same.

**Attachments:**    [Wis Pak Reso-2017](#)  
[DOR letter Wis-Pak](#)

**VII.-11**    [2018-274](#)

Acknowledge receipt of letter from the Mississippi Department of Revenue granting the requested ad valorem tax exemption to Mar-Jac Poultry MS, LLC, for a period not to exceed five(5) years, commencing on January 1, 2017 and ending December 31, 2021, with a true total value of \$2,913,838.00;adopt final order granting and allowing same.

**Attachments:**    [Mar-Jac Reso- 2017](#)  
[DOR Letter Mar-Jac 2017](#)

**VII.-12**    [2018-272](#)

Acknowledge receipt of letter from the Mississippi Department of Revenue granting and allowing the requested ad valorem tax exemption to SPG Holdings DBA Hattiesburg Paper,for a period not to exceed ten(10) years, commencing on January 1, 2017 and ending December 31, 2026, with a true total value of \$ 4,174,137.00; and adopt final order granting and allowing the same.

**Attachments:**    [SPG Holdings-Final order 2017](#)  
[DOR Letter SPG Holdings-2017](#)

**VII.-13**    [2018-271](#)

Acknowledge receipt of letter from the Mississippi Department of Revenue granting and allowing the requested ad valorem tax exemption to Zeon Chemicals, L.P.,for a period not to exceed ten(10) years, commencing on January 1, 2017 and ending December 31, 2026, with a true total value of \$ 1,106,470.00; and adopt final order granting and allowing the same.

**Attachments:**    [Zeon Chemicals Resolution-2017](#)  
[DOR Letter Zeon 2017](#)



**VII.-14**    [2018-269](#)

Acknowledge receipt of letter from the Mississippi Department of Revenue granting the requested ad valorem tax exemption to Kohler Company, for a period not to exceed ten(10) years, commencing on January 1, 2017 December 31, 2021, with a true total value of \$7,397,461.00; and adopt final order granting and allowing the same.

**Attachments:**    [Kohler 2017 Final Order Resolution](#)  
[DOR Letter-Kohler 2017](#)

**VII.-15**    [2018-286](#)

Approve and Authorize advertisement for Request for Proposals for Hub City Transit Farebox Management System.

**Attachments:**    [HCT-RFP-Farebox Management System](#)

**VII.-16**    [2018-255](#)

Approve the sale of grave spaces, per attached Deeds, Receipts, and Memo's.

**Attachments:**    [Memos \(03-06-18\)](#)  
[Deeds \(03-06-18\)](#)  
[Receipts \(03-06-18\)](#)

**VII.-17**    [2018-257](#)

Approve and authorize issuance of manual check for CDBG Program Claims per the attached memorandum. {Entitlement CDBG}

**Attachments:**    [Memorandum for CDBG Payments March 6, 2018.pdf](#)

**VII.-18**    [2018-268](#)

Approve claims docket for the period ending February 28, 2018.

**Attachments:**    [2-28-2018](#)