

FINANCE MEETING
February 12, 2013

The Finance Meeting of the City of Natchez met in the Council Chambers on Tuesday, February 12, 2013, at 9:00 a.m.

PRESENT:

Mayor Butch Brown	
Alderman Joyce Arceneaux-Mathis	Ward 1
Alderman Rickey Gray	Ward 2
Alderman Sarah Carter Smith	Ward 3
Alderman Tony Fields	Ward 4
Alderman Mark Fortenbery	Ward 5
Alderman Dan Dillard	Ward 6

ALSO PRESENT:

City Clerk Donnie Holloway
City Attorney Hyde Carby
Temple Hendricks, Board Secretary
David Gardner
James Johnston
Connie Taunton
Christine Brinegar
Nancy Hydrick
Eric Junkin

David Gardner advised that he would be presenting the Speed Calming Solutions Policy for the Board's approval today. Changes made include the name of the policy, the daily number count was lowered to 250 vehicles and the working traffic committee will be composed of BOA, Public Works and Traffic Departments. The committee will meet to decide if a request for a speed calming solution meets the criteria to be installed.

Mr. Gardner will be asking for authorization to advertise for the close out of the Daisy Street Project.

The grass mowing contracts with Jeffery Ross Industrial Services will expire at the end of this month. Mr. Gardner asks for the contracts to be extended another 12 months.

Mayor Brown asked Connie Taunton what the status is of MDOT providing security at the CVB. She said that she'd contacted them but hasn't received a response. Mayor Brown asked her to follow up and handle at the next board meeting. Mr. Gardner said that MDOT owes the City nearly \$10,000.00. MDOT has stated that they're not paying the money until MOU signed. Mayor Brown said that City is working with the state house to change wording.

A discussion followed on improving maintenance of medians especially those in front of the Dairy Queen, nursing homes and the Natchez Mall. Mayor Brown said that Jeffery Ross has volunteered to maintain the medians as long as his employees are provided traffic protection. Mr. Gardner will contact James Johnson, MDOT, to see about sweeping for grit and gravel.

City accountants Nancy Hydrick and Christine Brinegar appeared. Mrs. Hydrick said that daily work has kept her from doing research that she needs to be handling. There have been W-2 and 1099 problems but should be out by the end of this week. Dan Dillard asked if temporary staff would help alleviate some workload. Mrs. Hydrick said that she isn't confident to have college helpers assist with accounting; once an entry is in the system, it is in there permanently. She stated that Diane Holland knows the system so she would not have to be trained. With Diane Holland handling data entry, Mrs. Hydrick could begin correcting the general ledger. Mayor Brown advised that Billy Gillon has offered for Deanne Tanksley to help. Out of 72 cash accounts, 60 have been reconciled up to December. Mrs. Hydrick said that it is imperative that she gets started on the general ledger.

Christine Brinegar said that the accounting system is only being utilized 50%. Springbrook was being used like the old system with entries being forced. Alderman Carter Smith asked if the accountants need more Springbrook help. Mrs. Brinegar said that she will be attending a Springbrook conference in April. She asked that Eric Junkin also attend the conference.

Mayor Brown said that as far as the W-2s, withholding was not correct on FICA and Medicare. Alderman Dillard said that the BOA had been handed information concerning Magnolia Bluff Casino but it is of no use. The report shows authorized expenditures but they were not utilized.

Eric Junkin reported that \$110-120,000.00 will need to be spent to meet new federal mandates. Also, \$70,000.00 will need to be spent for software upgrades over the next couple of months. He is still rolling out terminal servers and Springbrook modules to the departments. The purchase order module is up and running and will start with the Recreation Department. The next module to be implemented will be time cards.

Mitzi Callon, Gaining Ground Sustainability Institute of Mississippi will be asking for the City to provide a location on the riverfront for her group to hold the Earth Day celebration. Mrs. Callon will work with Dan Dillard to secure a location.

James Johnston advised that he will be asking the BOA to ratify the City's participation in the Lead Based Paint Hazard Control Grant. The estimated impact of the program in this area is \$386,000.00 and requires a 15% match which will be provided by in-kind services.

Community Hospital and Natchez Regional Hospital have met regarding the Healthy You program. Mr. Johnston was asking for the BOA to amend its personnel policy to mandate that all full-time employees have an annual physical and that 8 hours of accrued sick leave be deducted for this activity, with submission of a doctor's excuse. If no doctor's excuse is produced, the employee will be docked 8 hours. Mayor Brown said that the City, by law, has the authority to require a physical exam. After much discussion, it was determined that James Johnston and the City Attorney will draft a policy for presentation to the BOA for approval.

Allen Laird, SWMPDD, will be asking for a resolution authorizing him to submit a grant application to the 2013 CDBG funding cycle, authorize the Mayor to sign the grant documents and to hold a public hearing. He said that he presumes that the City would like for the remaining half of Daisy Street to be completed with funding from the 2013 CDBG. Alderman Dillard asked that Mr. Laird search for grant funds for Roselawn.

A motion was made by Alderman Fields, seconded by Alderman Dillard, to go into Executive Session. The motion carried unanimously.

A motion was made by Alderwoman Arceneaux-Mathis, seconded by Alderman Fortenbery, to remain in Executive Session to discuss personnel, economic development and litigation. The motion carried unanimously.

After meeting in Executive Session, Alderman Gray made the motion to go out of Executive Session and adjourn to the Regular Meeting of the Board of Aldermen. Alderwoman Carter Smith seconded the motion which carried unanimously.

Larry L. "Butch" Brown, Mayor

Attest:

Donnie Holloway, City Clerk