

The Mayor and Board of Aldermen of the City of Hernando met in regular session at City Hall on Tuesday, April 7, 2020 at 6:00 P.M. with Mayor Tom Ferguson presiding. Aldermen present were: Alderman Harris, Alderman Bryant (via phone), Alderman Miller, Alderman Higdon, Alderman McLendon, Alderwoman Brooks, (via phone) and Alderman Hobbs. Also present for the meeting were: City Clerk Katie Harbin, City Attorney Kenneth Stockton, Police Chief Scott Worsham, Fire/EMS Chief Hubert Jones, Community and Economic Development Director Gia Matheny, Planning Director Keith Briley, Public Works Director Mikey Dyer, and Parks and Recreation Director Dewayne Williams,

PLEDGE OF ALLEGIANCE

Pledge of Allegiance

INVOCATION

Alderman Harris gave the invocation.

AGENDA

Agenda
City of Hernando
Mayor and Board of Alderman
Regular Meeting

April 7, 2020

6:00pm

- 1) Call the meeting to order
- 2) Pledge of Allegiance
- 3) Invocation
- 4) Approve Agenda
- 5) Approve Docket of Claims No.'s 35816 – 36101 less 35848 – 35860
- 6) Approve Docket of Claims No.'s 35848 – 35860 (Bryant)
- 7) Amend docket number 36038 to be payable to Acuff Enterprises \$30,964.55
- 8) Approve Minutes from the Special Meeting on March 13, 2020
- 9) Approve Minutes from the Regular Meeting on March 17, 2020
- 10) Approve Minutes from the Special Meeting on March 20, 2020
- 11) Approve Minutes from the Special Meeting on March 23, 2020
- 12) Approve Minutes from the Special Meeting on March 24, 2020
- 13) Consent Agenda
 - A) Authorize to accept a donation from North American Electric in the amount of \$1,000.00 to coverage Boomers Vetting expenses and other veterinary expenses

- B) Authorize to accept a donation from Carolyn Richards in the amount of \$50.00 for veterinary expenses
 - C) Authorize to accept a donation from Elain Harvey in the amount of \$20.00 for veterinary expenses
 - D) Authorize to accept a donation from Heather Bargery in the amount of \$50.00 for veterinary expenses
 - E) Authorize to accept a donation from Jody Pittman in the amount of \$50.00 for veterinary expenses
 - F) Authorize to accept a donation from Tracey Carnes in the amount of \$30.00 for veterinary expenses
 - G) Authorize to accept a donation from Johnnie Rogers in the amount of \$50.00 for veterinary expenses
 - H) Authorize to accept a donation from Judith Z Kendall in the amount of \$100.00 for veterinary expenses for Lucky
 - I) Authorize to accept a donation from Fairway Independent Mortgage Company in the amount of \$375.00 for Park Art Sponsor
- 14) Authorize to hire Shane Todd in the Public Works department as a Meter Reader, pending pre-employment screenings
- 15) Authorize to hire Joseph Herrera as a full time Paramedic, pending pre-employment screenings
- 16) Authorize to hire Amy Simmons as a part time (as needed) certified dispatcher
- 17) Authorize to transfer Annette Stotler to the Operations Assistant in the Public Works Department
- 18) Authorize to implement and pay an Officer in Charge (OIC) Stipend of \$1.80 per hour to a senior officer (designated by HPD administrators) for supervisor duties in absence of the Shift Lieutenant. This would only be paid for hours worked as the Officer in Charge on shift and only in absence of the Lieutenant
- 19) Authorize Mayor Ferguson to sign an agreement with Premier Lawn and Turf for grass cutting and weed eating at the Soccer Complex
- 20) Authorize the Mayor to sign an agreement with AMH Janitorial for cleaning services
- 21) Administrative Leave Policy
- 22) Approve Budget Amendments fye 2020
- 23) Authorize Utility Adjustment for Ruby Horton
- 24) Authorize Utility Adjustment for Daniel Stanphill
- 25) Authorize Utility Adjustment for Hettie Lee Barnes
- 26) Adjourn

Motion was duly made by Alderman Higdon and seconded by Alderman Harris to approve the agenda as presented. A vote was taken with the following results:

Those voting "Aye": Alderman Harris, Alderman Bryant, Alderman Miller, Alderman Higdon, Alderman McLendon, Alderwoman Brooks, and Alderman Hobbs.

Those voting "Nay": None.

ORDERED AND DONE this the 7th day of April, 2020.

APPROVE DOCKET OF CLAIMS NO.'S 35816 – 35860 LESS 35848 - 35860

The Board of Aldermen were presented with a docket of claims No. 35816 - 35860 less 35848 - 35860 in the amount of \$782,664.64 for approval.

Motion was duly made by Alderman Miller and seconded by Alderman Higdon to approve the docket of claims for payment as presented. A vote was taken with the following results:

Those voting "Aye": Alderman Bryant, Alderman Miller, Alderman Higdon, Alderman McLendon, Alderwoman Brooks, Alderman Hobbs, and Alderman Harris.

Those voting "Nay": None.

ORDERED AND DONE this the 7th day of April, 2020.

APPROVE DOCKET OF CLAIMS NO.'S 35848 - 35860 (BRYANT)

Alderman Bryant recused himself.

The Board of Aldermen were presented with a docket of claims No. 35848 - 35860 in the amount of \$4,932.45 for approval.

Motion was duly made by Alderman Higdon and seconded by Alderman Hobbs to approve the docket of claims for payment as presented. A vote was taken with the following results:

Those voting "Aye": Alderman Miller, Alderman Higdon, Alderman McLendon, Alderwoman Brooks, Alderman Hobbs, Alderman Harris, and Alderman Bryant.

Those voting "Nay": None.

ORDERED AND DONE this the 7th day of April, 2020.

**AMEND DOCKET NUMBER 36038 TO BE PAYABLE TO ACUFF ENTERPRISES
\$30,964.55**

Motion was duly made by Alderman Hobbs and seconded by Alderman Higdon to amend docket number 36038 to be payable to Acuff Enterprises in the amount of \$30,964.55. A vote was taken with the following results:

Those voting "Aye": Alderman Higdon, Alderman McLendon, Alderwoman Brooks, Alderman Hobbs, Alderman Harris, Alderman Bryant, and Alderman Miller.

Those voting "Nay": None.

ORDERED AND DONE this the 7th day of April, 2020.

**APPROVE THE MINUTES FROM THE SPECIAL MAYOR AND BOARD OF
ALDERMEN MEETING ON MARCH 13, 2020**

Motion was duly made by Alderman Higdon and seconded by Alderman Harris to approve the minutes from the special Mayor and Board of Aldermen Meeting on March 13, 2020. A vote was taken with the following results:

Those voting "Aye": Alderman McLendon, Alderwoman Brooks, Alderman Hobbs, Alderman Harris, Alderman Miller, and Alderman Higdon.

Those voting "Nay": None.

ORDERED AND DONE this the 7th day of April, 2020.

**APPROVE THE MINUTES FROM THE REGULAR MAYOR AND BOARD OF
ALDERMEN MEETING ON MARCH 17, 2020**

Motion was duly made by Alderman Harris and seconded by Alderman Hobbs to approve the minutes from the regular Mayor and Board of Aldermen Meeting on March 17, 2020. A vote was taken with the following results:

Those voting "Aye": Alderwoman Brooks, Alderman Hobbs, Alderman Harris, Alderman Miller, Alderman Higdon, and Alderman McLendon.

Those voting "Nay": None.

ORDERED AND DONE this the 7th day of April, 2020.

**APPROVE THE MINUTES FROM THE SPECIAL MAYOR AND BOARD OF
ALDERMEN MEETING ON MARCH 20, 2020**

Motion was duly made by Alderman Miller and seconded by Alderman Hobbs to approve the minutes from the special Mayor and Board of Aldermen Meeting on March 20, 2020. A vote was taken with the following results:

Those voting "Aye": Alderman Hobbs, Alderman Harris, Alderman Miller, Alderman Higdon, and Alderman McLendon.

Those voting "Nay": None.

Alderman Bryant and Alderwoman Brooks abstained from voting.

ORDERED AND DONE this the 7th day of April, 2020.

**APPROVE THE MINUTES FROM THE SPECIAL MAYOR AND BOARD OF
ALDERMEN MEETING ON MARCH 23, 2020**

Motion was duly made by Alderman Harris and seconded by Alderman Hobbs to approve the minutes from the special Mayor and Board of Aldermen Meeting on March 23, 2020. A vote was taken with the following results:

Those voting "Aye": Alderman Harris, Alderman Miller, Alderman Higdon, Alderman McLendon, Alderwoman Brooks, and Alderman Hobbs.

Those voting "Nay": None.

Alderman Bryant abstained from voting.

ORDERED AND DONE this the 7th day of April, 2020.

**APPROVE THE MINUTES FROM THE SPECIAL MAYOR AND BOARD OF
ALDERMEN MEETING ON MARCH 24, 2020**

Motion was duly made by Alderman Higdon and seconded by Alderman Hobbs to approve the minutes from the special Mayor and Board of Aldermen Meeting on March 24, 2020. A vote was taken with the following results:

Those voting "Aye": Alderman Bryant, Alderman Miller, Alderman Higdon, Alderman McLendon, Alderwoman Brooks, Alderman Hobbs, and Alderman Harris.

Those voting "Nay": None.

ORDERED AND DONE this the 7th day of April, 2020.

CONSENT AGENDA

- A) Authorize to accept a donation from North American Electric in the amount of \$1,000.00 to coverage Boomers Vetting expenses and other veterinary expenses
- B) Authorize to accept a conation from Carolyn Richards in the amount of \$50.00 for veterinary expenses
- C) Authorize to accept a donation from Elain Harvey in the amount of \$20.00 for veterinary expenses
- D) Authorize to accept a donation from Heather Bargery in the amount of \$50.00 for veterinary expenses
- E) Authorize to accept a donation from Jody Pittman in the amount of \$50.00 for veterinary expenses
- F) Authorize to accept a donation from Tracey Carnes in the amount of \$30.00 for veterinary expenses
- G) Authorize to accept a donation from Johnnie Rogers in the amount of \$50.00 for veterinary expenses
- H) Authorize to accept a donation from Judith Z Kendall in the amount of \$100.00 for veterinary expenses for Lucky

- l) Authorize to accept a donation from Fairway Independent Mortgage Company in the amount of \$375.00 for Park Art Sponsor

Motion was duly made by Alderman Miller and seconded by Alderman Harris to approve the consent agenda as presented. A vote was taken with the following results:

Those voting "Aye": Alderman Miller, Alderman Higdon, Alderman McLendon, Alderwoman Brooks, Alderman Hobbs, Alderman Harris, and Alderman Bryant.

Those voting "Nay": None.

ORDERED AND DONE this the 7th day of April, 2020.

AUTHORIZE TO HIRE SHANE TODD IN THE PUBLIC WORKS DEPARTMENT AS A METER READER, PENDING PRE-EMPLOYMENT SCREENINGS

Motion was duly made by Alderman Miller and seconded by Alderman Bryant to authorize to hire Shane Todd in the Public Works Department, pending pre-employment screenings, following the recommendation of the Personnel Committee, based on the recommendation of the Public Works Director. A vote was taken with the following results:

Those voting "Aye": Alderman Higdon, Alderman McLendon, Alderwoman Brooks, Alderman Hobbs, Alderman Harris, Alderman Bryant, and Alderman Miller.

Those voting "Nay": None.

ORDERED AND DONE this the 7th day of April, 2020.

AUTHORIZE TO HIRE JOSEPH HERRERA IN THE FIRE/EMS DEPARTMENT AS A FULL TIME PARAMEDIC, PENDING PRE-EMPLOYMENT SCREENINGS

Motion was duly made by Alderman Higdon and seconded by Alderman Harris to authorize to hire Joseph Herrera in the Fire/EMS Department, pending pre-employment screenings, following the recommendation of the Personnel Committee, based on the recommendation of the Fire/EMS Chief. A vote was taken with the following results:

Those voting "Aye": Alderman McLendon, Alderwoman Brooks, Alderman Hobbs, Alderman Harris, Alderman Bryant, Alderman Miller, and Alderman Higdon.

Those voting "Nay": None.

ORDERED AND DONE this the 7th day of April, 2020.

AUTHORIZE TO HIRE AMY SIMMONS AS A PART TIME (AS NEEDED) CERTIFIED DISPATCHER, PENDING PRE-EMPLOYMENT SCREENINGS

Motion was duly made by Alderman Miller and seconded by Alderman Higdon to authorize to hire Amy Simmons as a part time (as needed) Certified Dispatcher, following the recommendation of the Personnel Committee, based on the recommendation of the Police Chief. A vote was taken with the following results:

Those voting "Aye": Alderwoman Brooks, Alderman Hobbs, Alderman Harris, Alderman Bryant, Alderman Miller, Alderman Higdon, and Alderman McLendon.

Those voting "Nay": None.

ORDERED AND DONE this the 7th day of April, 2020.

AUTHORIZE TO TRANSFER ANNETTE STOTLER TO THE OPERATIONS ASSISTANT IN THE PUBLIC WORKS DEPARTMENT

Motion was duly made by Alderman Miller and seconded by Alderman Higdon to authorize to transfer Annette Stotler to the Operations Assistant position in the Public Works Department, following the recommendation of the Personnel Committee, based on the recommendation of the Public Works Director. A vote was taken with the following results:

Those voting "Aye": Alderman Hobbs, Alderman Harris, Alderman Bryant, Alderman Miller, Alderman Higdon, Alderman McLendon, and Alderwoman Brooks.

Those voting "Nay": None.

ORDERED AND DONE this the 7th day of April, 2020.

**AUTHORIZE TO IMPLEMENT AND PAY AN OFFICER IN CHARGE (OIC) STIPEND
OF \$1.80 PER HOUR TO A SENIOR OFFICER (DESIGNATED BY THE HPD
ADMINISTRATORS) FOR SUPERVISOR DUTIES IN ABSENCE OF THE SHIFT
LIEUTENANT**

Motion was duly made by Alderman Higdon and seconded by Alderman Miller to authorize to implement and pay an Officer in Charge (OIC) stipend of \$1.80 per hour to a Senior Officer (designated by the HPD Administrators) for Supervisor Duties in absence of the Shift Lieutenant (This would only be paid for hours worked as the Officer in Charge on shift and only in absence of the Lieutenant), following the recommendation of the Personnel Committee, based on the recommendation of the Police Chief. A vote was taken with the following results:

Those voting "Aye": Alderman Harris, Alderman Bryant, Alderman Miller, Alderman Higdon, Alderman McLendon, Alderwoman Brooks, and Alderman Hobbs.

Those voting "Nay": None.

ORDERED AND DONE this the 7th day of April, 2020.

**AUTHORIZE MAYOR FERGUSON TO SIGN AN AGREEMENT WITH PREMIER
LAWN AND TURF FOR GRASS CUTTING AND WEED EATING AT THE SOCCER
COMPLEX**

Motion was duly made by Alderman Hobbs and seconded by Alderman McLendon to authorize Mayor Ferguson to sign an agreement with Premier Lawn and Turf for grass cutting and weed eating at the Soccer Complex. A vote was taken with the following results:

Those voting "Aye": Alderman Higdon, Alderman McLendon, Alderwoman Brooks, Alderman Hobbs, Alderman Harris, Alderman Bryant, and Alderman Miller.

Those voting "Nay": None.

ORDERED AND DONE this the 7th day of April, 2020.

**AUTHORIZE MAYOR FERGUSON TO SIGN AN AGREEMENT WITH AMH
JANITORIAL FOR CLEANING SERVICES**

Alderman Hobbs asked why don't we fog the buildings ourselves.

Mayor Ferguson answered this is for regular cleaning, but yes, we can do that too.

Alderman Harris asked do we still have a janitorial person.

Mayor Ferguson answered yes, and she will still come to clean during the week.

Alderman Miller stated there is no contract date or time frame.

Motion was duly made by Alderman Miller and seconded by Alderman Harris to authorize Mayor Ferguson to sign an agreement with AMH Janitorial for cleaning services. A vote was taken with the following results:

Those voting "Aye": Alderman McLendon, Alderwoman Brooks, Alderman Hobbs, Alderman Harris, Alderman Bryant, Alderman Miller, and Alderman Higdon.

Those voting "Nay": None.

ORDERED AND DONE this the 7th day of April, 2020.

ADOPT ORDER OF THE MAYOR AND BOARD OF ALDERMEN OF THE CITY OF HERNANDO, MISSISSIPPI ADOPTING AN ADMINISTRATIVE LEAVE POLICY

ORDER OF THE MAYOR and BOARD OF ALDERMAN OF THE CITY OF HERNANDO, MISSISSIPPI ADOPTING AN ADMINISTRATIVE LEAVE POLICY

WHEREAS, pursuant to Section 21-17-5(1) of the Mississippi Code of 1972, Annotated as Amended, the governing authorities of the City of Hernando, Mississippi have the power to adopt any and all orders necessary to exercise the care, management and control of the municipal affairs, property and finances to such extent as the same are in keeping with state law and likewise not contrary to State law; and

WHEREAS, on March 14, 2020 the Governor of the State of Mississippi issued a Proclamation declaring a State of Emergency existed in the State of Mississippi in regard to the COVID-19 outbreak which is now referred to as a “pandemic”; and

WHEREAS, on March 16, 2020 the Governor of the State of Mississippi issued Executive Order No. 1458; and

WHEREAS, on March 19, 2020 House Bill No. 1647 was approved by the Governor of the State of Mississippi and which bill authorized in part that “the governing authority of any municipality” “may grant administrative leave with pay during the affected period within the affected county, municipality or school district to the employees of such governmental entities on a local or statewide basis in the event of extreme weather conditions or in the event of a man-made, technological or natural disaster or emergency, if such event has resulted in an emergency declaration by the Governor.”; and

WHEREAS, the City of Hernando, Mississippi has likewise recognized the State of Emergency as proclaimed by the Governor of Mississippi; and

WHEREAS, the City of Hernando, Mississippi has likewise made a local declaration of emergency in regard to the COVID-19 pandemic; and

WHEREAS, the City of Hernando, Mississippi has determined and found it is necessary to adopt this Order outlining the circumstances under which the Mayor may enact and implement this Emergency Administrative Leave and the methods which should be followed with said policy; and

WHEREAS, the Board of Alderman find that this Order is in fact necessary to secure the general health of the City of Hernando, Mississippi per Section 21-19-1(1) and in accordance with Section 21-17-5 of the Mississippi Code of 1972, Annotated, as Amended:

NOW, THEREFORE, BE IT ORDERED by the Mayor and Board of Alderman of the City of Hernando, Mississippi, as follows:

A.

1. The Mayor shall identify the essential municipal services that are necessary to maintain good order in the City of Hernando during this time of a proclaimed statewide emergency.
2. The Mayor shall identify the municipal services which may be temporarily suspended, for such duration as seen proper, and identify and communicate to the public the duration of any such suspension of services.
3. The Mayor, in consultation with the Department Heads, shall identify the staffing level of personnel to maintain the minimum level of essential minimum services as set forth in Item No. 1 above.
4. The Mayor is authorized to implement this Emergency Administrative Leave directive to employees who are not immediately required for the provision of the basic level of uninterrupted municipal services. Emergency Administrative Leave shall be with pay, subject to such conditions as put in place by the Mayor in consultation with the Department Heads, and shall be considered, when implemented, a City directed absence from normal areas of work. The Mayor's authorization and/or directives shall include the initial period or duration of the leave period.
5. The Mayor is further authorized to implement a rolling or staggered Emergency Administrative Leave policy if the same is helpful and necessary to continue to provide the essential services of the City of Hernando, Mississippi.

- B. Any employee, who is placed on Emergency Administrative Leave with pay shall remain "on call" at all times for immediate return to work at the request of the Mayor and/or the Department Head or such other supervisor. There may be certain employees in certain positions who may be placed on Emergency Administrative Leave on an intermittent/sporadic basis in order to provide for certain essential municipal functions and/or events that may occur at intermittent or sporadic times. Any such employee recalled for such duty must report for such duty when required so to do. Any employee who is unavailable to report for such duty during a period of paid Emergency Administrative Leave shall require the use of the employee's personal or sick leave. The placement of an employee on Administrative Emergency Leave shall in no way be considered "holiday" time off or vacation time.

- C. This policy shall remain in effect so long as the State of Emergency as proclaimed by the Governor of the State of Mississippi in regard to the COVID-19 "outbreak" and/or pandemic as it is commonly referred to remains in place.
- D. This policy may be revised or amended by the Board of Alderman at any time at a regular or special called board meeting.
- E. Absences from work by any employee that are not City-directed pursuant to this Emergency Administrative Leave directive will require the use of the employee's personal or sick leave or some other form of recognized leave which is now recognized by law or those as found in the existing Employee Handbook for the City of Hernando.
- F. That is recognized that all City of Hernando employees are in fact public servants and any such employees who are required to report for duty to perform their assigned job responsibilities to provide the essential services of the city during the period that the Emergency Administrative Leave directive is in place shall not be entitled to additional compensation, subject to all applicable local, state and federal wage and hour laws.
- G. This Order for Emergency Administrative Leave is a personnel policy of the City of Hernando, Mississippi and shall not limit, affect, alter or amend the general emergency response procedures as found in the State Laws of Mississippi including but not limited to those as found at Section 33-15-17(d) of the Mississippi Code of 1972, Annotated, as Amended.
- H. This policy does not apply to seasonal employees, contract employees, parks and recreation employees (i.e. umpires, referees, instructors or other such park department employees).
- I. This policy is made in accordance with the House Bill #1647 as approved by the Governor of the State of Mississippi and in accordance with the State of Emergency as proclaimed by the Governor of the State of Mississippi in regard to the COVID-19 "outbreak" also know as the pandemic. This policy shall become effective immediatley upon it's approval and passage.

SO ORDERED and DONE on this the 7th day of April, 2020.

Tom Ferguson
TOM FERGUSON - MAYOR

Attested to:

Kathleen
CITY CLERK



(SEAL)

APPROVED BY THE FOLLOWING VOTE OF THE BOARD OF ALDERMAN ON THIS THE 7th DAY OF APRIL, 2020.

Alderman Higdon	X	YES	_____ NO
Alderwoman Brooks	X	YES	_____ NO
Alderman Bryant	X	YES	_____ NO
Alderman Harris	X	YES	_____ NO
Alderman Hobbs	X	YES	_____ NO
Alderman McLendon	X	YES	_____ NO
Alderman Miller	X	YES	_____ NO

Kenny Stockton presented the order, stated that this had come up since House Bill 1647 on March 19, 2020. The Mayor has provided suggestions and we put this together. This is only in term with what the Governor put out. This gives the Mayor authority to grant administrative leave, if necessary. Mr. Stockton stated from a practical stand point, most that work for the City are essential. The Mayor may see it beneficial to stagger employees.

Alderman Miller stated this is not something the employee can ask for, its at the Mayor's discretion.

Kenny Stockton stated the majority of City employees are Fire, EMS, Police, and Public Works, they are all essential. Mr. Stockton stated this doesn't affect employees' vacation or sick time. The Mayor will have to work with the Department Heads on this.

Mayor Ferguson stated just because an employee can work at home, doesn't mean they should.

Motion was duly made by Alderman Miller and seconded by Alderman Harris to adopt an Order of the Mayor and Board of Aldermen of the City of Hernando, Mississippi Adopting an Administrative Leave Policy. A vote was taken with the following results:

Those voting "Aye": Alderman McLendon, Alderwoman Brooks, Alderman Hobbs, Alderman Harris, Alderman Miller, and Alderman Higdon.

Those voting "Nay": None.

ORDERED AND DONE this the 7th day of April, 2020.

APPROVE BUDGET AMENDMENTS FYE 2020

**ORDER AMENDING BUDGET FOR FISCAL YEAR ENDING
SEPTEMBER 30, 2020**

Pursuant to Section 21-35-25 of the Mississippi Code 1972, Annotated, it is hereby ordered by the Mayor and Board of Aldermen of the City of Hernando, DeSoto County, State of Mississippi, that the budget for the fiscal year beginning October 1, 2019 and ending September 30, 2020, be amended and approved to wit:

	<u>PRIOR BUDGET</u>	<u>AMENDMENT</u>	<u>NEW BUDGET</u>
<u>GENERAL FUND</u>			
REVENUE			
State Shared Revenues	\$5,201,040.00	\$10,917.00	\$5,211,957.00
EXPENDITURES			
Public Safety - Supplies	\$247,500.00	\$3,314.00	\$244,186.00
Public Safety - Other Services & Charges	\$300,800.00	\$125.00	\$300,925.00
Public Safety - Capital Outlay	\$455,000.00	\$14,106.00	\$469,106.00
<u>PARKS</u>			
Expenditures			
Supplies	\$134,150.00	\$1,000.00	\$133,150.00
Other Services & Charges	\$291,500.00	\$1,000.00	\$292,500.00
<u>UTILITY FUND</u>			
Expenditures			
Supplies	\$358,150.00	\$3,000.00	\$355,150.00
Other Services & Charges	\$3,677,700.00	\$3,000.00	\$3,680,700.00

BE IT ORDERED, that the Budget of Estimated Revenues and Expenditures for the Fiscal Year Ending September 30, 2020, for the City of Hernando, Mississippi be amended in the following respects:

BE IT FURTHER ORDERED that these amendments are necessary in the following funds:

General Fund – Amended expenses to cover for unexpected vehicle repairs and replacement.

Parks Fund – Amended expenses to cover for unexpected equipment repairs.

Utility Fund – Amended expenses to cover for repairs and Hydraulic Expander for storm drain repairs.

IT IS FURTHER ORDERED by the Mayor and Board of Aldermen that the foregoing budget amendments shall be published one (1) time as required by law in the DeSoto Times Tribune, a newspaper of general circulation in said city, fully qualified under the provisions of Chapter 497, General Laws of Mississippi, if amendment meets the requirements to be published.

Each amendment having been presented separately and as a whole, motion was duly made by Alderman Miller seconded by Alderman Harris to adopt the foregoing resolution amending the budget of the City of Hernando. A roll call vote was taken with the following results:

Those voting “Aye”: Alderman Hobbs, Alderman Harris, Alderman Bryant, Alderman Miller, Alderman Higdon, Alderman McLendon, and Alderwoman Brooks.

Those voting “Nay”: None.

ORDERED AND DONE this the 7th day of April 2020.

Tom Ferguson, Mayor

Attest:

Katie Harbin, City Clerk

AUTHORIZE TO ADJUST THE UTILITY BILL FOR RUBY HORTON

WATER LEAK REPAIR VERIFICATION
City of Hernando Water and Sewer Department
475 West Commerce Street Hernando, MS 38632
662-429-9092

Customer Information (please print) ACCT# 06-3294320
Name as it appears on bill Ruby HORTON
Service address 2958 SUMMIT DR., HERNANDO, MS 38632
Daytime phone number () 850-508-6789
Do you rent the property at this address? No. If yes, the property owner or manager must complete the remainder of this form.

REPAIR INFORMATION (please print)

Property owner or managers name Ruby HORTON Date of repair 2/26/2020
Daytime phone number () 850-508-6789

Type of repair and location of property Repaired Leak on Main
Water Service Next to Meter in Front Yard
Documentation and property owner's or manager's signature

Attach plumbing bill or receipts for repair parts. Sorry, no adjustments will be considered without this/these document(s).

By signing below, I certify that the information providing regarding this repair is correct. I understand that providing fraudulent information with the intent of lowering a utility bill may be punishable by applicable law.

I hereby grant permission to the City of Hernando Water and Sewer Department personnel to come onto my property to verify the repair of an outdoor leak.

I certify that I am the owner or rental property manager of the property located at this service address

Signature Ruby Horton

For Office use only

Account Number 06-3294320 Billing period ending 3-31-20

High month usage 5 minus 6 month average 2 = Amount of Adjustment 3

\$27.27

[Handwritten signature]



DATE 2-26-2020 INVOICE # 80861

CUSTOMER INFORMATION table with fields: WO#, NAME, ADDRESS, CITY, STATE, ZIP, PHONE.

- CHECK LIST
ELECTRIC WATER HEATER
ELEMENTS
THERMOSTAT
RELIEF VALVE
DIP TUBE
ELECTRIC CONN.
OTHER
GAS WATER HEATER
THERMOCOUPLE
BURNER
CONTROL (GAS)
FLUE PIPE
RELIEF VALVE
DIP TUBE
OTHER
TOILET
BALL COCK
FLAPPER
SUPPLY PIPE
WAX SEAL / CLOSET BOLTS
UNSTOPPED
OTHER
DRAIN CLEANING
KITCHEN SINK
WASHER LINE
MAIN LINE
LAVATORY LINE
TUB OR SHOWER
OTHER
KITCHEN / LAUNDRY
SINK FAUCET
SINK DRAIN
GARBAGE DISPOSAL
AIR GAP
DWV CONNECTIONS
WATER SOFTENER
INSTANT HOT
OTHER
TUB OR SHOWER
TUB VALVE
TRIP LEVER
SHOWER DIVERTER
TUB / SHOWER DRAIN
OTHER
HOME WARRANTY
REPAIRED
REPLACED
CASH-OUT
CLAIM DENIED
2 ND OPINION
RECALL
CLOSED NO SERVICE
NO MECHANICAL FAILURES
OTHER
BILL CASH CHECK
CREDIT CARD C.O.D.
JOB FINISHED
JOB NEEDS SCHEDULING
FIRST AMERICAN A.H.S.

DESCRIPTION OF WORK / SERVICE table with columns: DESCRIPTION, AMOUNT. Entry: Repaired leak on main water service next to meter in yard.

Work performed by: [Signature]
LIMITED WARRANTY: All products sold by Drain Go are warranted against defects in workmanship or materials under normal use.
PLEASE HELP US SERVE YOU BETTER
Likelihood to recommend contractor to family and friends... 1 2 3 4 5 6 7 8 9 10
Contractor knowledge... 1 2 3 4 5 6 7 8 9 10
Professional appearance... 1 2 3 4 5 6 7 8 9 10
Job done correctly... 1 2 3 4 5 6 7 8 9 10
Speed of repair... 1 2 3 4 5 6 7 8 9 10
Timely scheduling... 1 2 3 4 5 6 7 8 9 10
Customer agrees to pay for services rendered at 1.5% per annum fee for any account balances 30 days or more past due.
Signature below constitutes acceptance of above work as being satisfactory.
Signature: [Signature] Date: 2-26-2020
THANK YOU

Period	Code	Amount	Usage	Amount Due	
02/28/2020	10	1252	1252	3	0.00
01/31/2020	10	1250	1252	2	48.93
12/31/2019	10	1247	1250	3	57.50
11/30/2019	10	1246	1247	1	45.09
10/31/2019	10	1244	1246	2	48.93
09/30/2019	10	1241	1244	3	57.50
08/31/2019	10	1238	1241	3	57.50
07/31/2019	10	1237	1238	1	45.09
06/30/2019	10	1234	1237	3	57.50
05/31/2019	10	1231	1234	3	57.50
04/30/2019	10	1229	1231	2	48.93
03/31/2019	10	1226	1229	3	57.50

$$\begin{array}{r} 5 \\ - 2 \\ \hline 3 \end{array}$$

$$3 \times 3.50 = 10.50$$

$$10.50 \div 2 = 5.25$$

$$3 \times 3.84 = 11.52$$

$$\underline{\hspace{1.5cm}} \\ \$ 27.27$$

Motion was duly made by Alderman Harris and seconded by Alderman Hobbs to authorize to adjust the utility bill for Ruby Horton in the amount of \$27.27, finding that the customer had a leak and did not receive the benefit of receiving the water services, also request that the water leak repair verification form and attached documents are put in the minutes. A vote was taken with the following results:

Those voting "Aye": Alderman Harris, Alderman Bryant, Alderman Miller, Alderman Higdon, Alderman McLendon, Alderwoman Brooks, and Alderman Hobbs.

Those voting "Nay": None.

ORDERED AND DONE this the 7th day of April, 2020

AUTHORIZE TO ADJUST THE UTILITY BILL FOR DANIEL STANPHILL

WATER LEAK REPAIR VERIFICATION

City of Hernando Water and Sewer Department
 475 West Commerce Street Hernando, MS 38632
 662-429-9092

Customer Information (please print)

Name as it appears on bill Daniel Stanphill
 Service address 3140 Magnolia Dr.
 Daytime phone number () 901-626-1865 (cell)
 Do you rent the property at this address? No If yes, the property owner or manager must complete the remainder of this form.

REPAIR INFORMATION (please print)

Property owner or managers name Daniel Stanphill Date of repair 3/18/2020
 Daytime phone number () 901-626-1865 (cell)
 Type of repair and location of property Main water line replaced due to the line leaking (see attached invoice)
 Documentation and property owner's or manager's signature _____

Attach plumbing bill or receipts for repair parts. Sorry, no adjustments will be considered without this/these document(s).

By signing below, I certify that the information providing regarding this repair is correct. I understand that providing fraudulent information with the intent of lowering a utility bill may be punishable by applicable law.

I hereby grant permission to the City of Hernando Water and Sewer Department personnel to come onto my property to verify the repair of an outdoor leak.

I certify that I am the owner or rental property manager of the property located at this service address

Signature [Signature]
 For Office use only _____

Account Number 01-7001601 Billing period ending 2/28/20
 High month usage 18 minus 6 month average 5 = Amount of Adjustment 13
\$118.17



Desoto County Home Repair Services
 Services Lic# 558
 Office: (662) 890-3738
 Cell: (901) 553-3051

INVOICE
 DATE: 3/18/2020
 INVOICE# 75442

BILL TO
 Daniel Stanphill
 3140 Magnolia Dr.
 Hernando, MS 38632

DESCRIPTION	AMOUNT
Water Main repair inside the house+H also outside	
1. Remove the master bath sink top, along with the cabinet	
2. Remove the baseboards at the bottom of the cabinet	
3. Jackhammer the floor next to the outside wall where the cabinet was in place	
4. Dig a large hole outside the house to expose the old water service	
5. Dig a smaller hole inside the house, where the concrete is removed	
6. Install a new 1 inch pex service line from the inside of the master bathroom, to the outside of the house and connect it to the water meter at the sidewalk	
7. Install a new 1 inch ball valve inside the wall of the master bath, for a new main shut-off	
8. Pour new concrete inside the master bath, where it had been removed, and smooth surface	
9. Replace the cabinet and sink top, and seal all joints	
10. Install all water lines and drain lines back to the sink top	
11. Backfill outside ditch and hole to a small mound, to allow for settling	
12. Test all connections and remove all debris from job site	
13. Clean the master bath from all dirt and dust	
14. Extra charge for thickness of concrete removal, where water service was installed	\$475.00
Sub-Total	\$4,598.75
	\$321.91
	\$4,920.66

OTHER COMMENTS
 1. Payment due upon completion of services
 2. Please include the invoice number on your check

Make all checks payable to
Desoto County Home Repair

*pd in Full
 3-21-2020
 K#1520*

Period	Cmts	Previous Reading	Present Reading	Consumption	Amount Due
03/31/2020	10	123	134	11	128.16
02/28/2020	10	105	123	18	150.60
01/31/2020	10	92	105	13	146.00
12/31/2019	10	90	92	2	48.93
11/30/2019	10	88	90	2	48.93
10/31/2019	10	85	88	3	37.50
09/30/2019	10	82	85	3	37.50
08/31/2019	10	80	82	2	48.93
07/31/2019	10	74	80	6	83.56
06/30/2019	10	71	74	3	37.50
05/31/2019	10	67	71	4	66.07
04/30/2019	10	64	67	3	37.50
03/31/2019	10	61	64	3	37.50

18
 - 5
 13 x 3.50 = 45.50
 45.50 ÷ 2 = 22.75
 13 x 3.84 = 49.92
 \$ 118.17 credit

Motion was duly made by Alderman Miller and seconded by Alderman Hobbs to authorize to adjust the utility bill for Daniel Stanphill in the amount of \$118.17, finding that the customer had a leak and did not receive the benefit of receiving the water services, also request that the water leak repair verification form and attached documents are put in the minutes. A vote was taken with the following results:

Those voting "Aye": Alderman Bryant, Alderman Miller, Alderman Higdon, Alderman McLendon, Alderwoman Brooks, Alderman Hobbs, and Alderman Harris.

Those voting "Nay": None.

ORDERED AND DONE this the 7th day of April, 2020

AUTHORIZE TO ADJUST THE UTILITY BILL FOR HETTIE LEE BARNES

WATER LEAK REPAIR VERIFICATION

City of Hernando Water and Sewer Department
475 West Commerce Street Hernando, MS 38632
662-429-9092

Customer Information (please print)

Name as it appears on bill Hettie Lee Barnes
Service address 1500 Getwell Rd. Nesbit, MS 38651
Daytime phone number () 662-429-0823

Do you rent the property at this address? No If yes, the property owner or manager must complete the remainder of this form.

REPAIR INFORMATION (please print)

Property owner or managers name Hettie Lee Barnes Date of repair 1/01/2020
Daytime phone number () 662-429-0823

Type of repair and location of property water leak about 25ft. from meter
Repaired water line

Documentation and property owner's or manager's signature

Attach plumbing bill or receipts for repair parts. Sorry, no adjustments will be considered without this/these document(s).

By signing below, I certify that the information providing regarding this repair is correct. I understand that providing fraudulent information with the intent of lowering a utility bill may be punishable by applicable law.

I hereby grant permission to the City of Hernando Water and Sewer Department personnel to come onto my property to verify the repair of an outdoor leak.

I certify that I am the owner or rental property manager of the property located at this service address

Signature Hettie Lee Barnes 3/31/2020

For Office use only

Account Number 04-1734600 Billing period ending 3-31-20

High month usage 24 minus 6 month average 2 = Amount of Adjustment 20

\$ 75.95

Screenshot of WTR111 Account Maintenance software showing a billing history table with columns for Period, Code, Previous Reading, Present Reading, Consumption, and Amount Due. The table shows data from 03/31/2019 to 03/31/2020. A handwritten 'AS' is visible on the right side of the table.

Handwritten calculation: 105.95, 30.00, \$ 75.95

Handwritten note: meter was miss read in Feb and the leak did not show up until the march bill. not AS

DIXIE PLUMBING
of Northwest MS LLC.
P.O. box 791
Hernando, MS 38632

653865

CUSTOMER'S ORDER NO.		DEPARTMENT		DATE 1/1/20		
NAME Hettie Barnes						
ADDRESS 1500 Getwell Rd.						
CITY, STATE, ZIP Nesbit MS 38651						
SOLD BY	CASH	C.O.D.	CHARGE	ON. ACCT.	MDSE. RETD.	PAID OUT
1						
2						
3						125.00
4						
5						
6						
7						
8						
9						
10						
11						
12						
13						
14						
15						
16						
17						
18						
RECEIVED BY						

DESCRIPTION: Repaired water line in yard

KEEP THIS SLIP FOR REFERENCE

Motion was duly made by Alderman Higdon and seconded by Alderman Harris to authorize to adjust the utility bill for Hettie Lee Barnes in the amount of \$75.95, finding that the customer had a leak and did not receive the benefit of receiving the water services, also request that the water leak repair verification form and attached documents are put in the minutes. A vote was taken with the following results:

Those voting "Aye": Alderman Miller, Alderman Higdon, Alderman McLendon, Alderwoman Brooks, Alderman Hobbs, Alderman Harris, and Alderman Bryant.

Those voting "Nay": None.

ORDERED AND DONE this the 7th day of April, 2020

ADJOURN

There being no further business at this time a motion was duly made by Alderman Bryant, seconded by Alderwoman Brooks to adjourn.

Motion passed with a unanimous vote of "Aye".

MAYOR TOM FERGUSON

ATTEST:

KATIE HARBIN, CITY CLERK