

**MINUTE SUMMARY**  
**JANUARY 3, 2012**

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**BE IT REMEMBERED** that the Mayor and Board of Aldermen of the City of Olive Branch met in regular session, January 3, 2012 at 6:30 o'clock p.m., in the Municipal Court Room at 6900 Highland Street.

**ROLL CALL (Establish Quorum):** The City Clerk called roll to establish quorum with the following members present to wit: Mayor, Samuel P. Rikard, Alderman George Collins, Alderman Dale Dickerson, Alderwoman Pat Hamilton, Alderman Harold Henderson, Alderwoman Susan Johnson, Alderman Don Tullos and Alderman David Wallace. These members constitute a quorum. Also present were Judy Herrington, City Clerk and Bryan Dye, City Attorney.

**AGENDA**

Mayor Rikard called the regular meeting to order at 6:30 o'clock p.m.

Alderman Tullos had the opening prayer.

**APPROVAL OF MINUTES:** Minutes of the Regular Meeting held December 20, 2011, approved as corrected, *motion carried unanimously.*

**CONSENT AGENDA:** Items on Consent Agenda approved as presented, *motion carried unanimously.*

1. Travel/Training *Approved*
2. Authorize designation of one (1) vehicle as unmarked vehicles and direct the City Clerk to furnish appropriate documentation to the Office of the State Auditor. *Authorized*
3. Authorize amendment to City of Olive Branch's fixed asset inventory. *Authorized*
4. Authorize the purchase of and payment for two (2) Ford Crown Victoria's from the Missouri Highway Patrol and

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associated equipment for use by the Olive Branch Police Department. *Authorized*

5. Authorize the City to pay back pay to Shannon Glode in the amount of \$509.92, Thomas Anderson in the amount of \$518.13 and Triston Anderson in the amount of \$528.22 and determine these employees were deprived of compensation and the compensation was due to them. *Authorized*
6. Approve expenditures for Christmas Lighting Contest pursuant to Section 17-3-1 and authorize payment of same. *Approved*
7. Accept donation in the amount of \$487.10 from Fred's Dollar Store; funds will be used to assist the Olive Branch Fire Department with general operating expenses. *Accepted*
8. Authorize the City to pay back pay to Terrence Mercadal in the amount of \$125.78 and determine the employee was deprived of compensation and the compensation was due to them. *Authorized*

**PLANNING COMMISSION / OLD BUSINESS:**

1. Consideration of application for Final Plat Revision, Lot 109, Phase 2, Arbors of Wedgewood Subdivision, submitted by Bancorp South. Subject property is located on the west side of Pleasant Hill Road and south of Goodman Road. Tract of land consists of 1.74 acres, situated in Section 35, Township 1 south, Range 7 west, and zoned "R-3" PUD, Planned Residential District. *Tabled til this date in meeting of December 20, 2011. Approved, motion carried unanimously.*

**PLANNING COMMISSION / NEW BUSINESS:**

1. Action on motion determining the actual cost of cleaning the following properties, determining whether to assess a penalty, and to declare whether the debt will be collected by civil suit or placed as a lien on the property taxes.

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John T. Carrigan      9859 Devon Ridge Drive      1065-2226.0-00043.00  
Jacqueline Slater      4156 Destin Drive      2061-1106.0-00031.00  
*Determined cost, imposed penalty and assessed same (to be collected by tax collector), motion carried unanimously.*

**OLD BUSINESS:**

1. Consideration of request from Mr. Charlie Pogue, Prime Development Corp. for extension of time to complete all improvements to Mineral Wells Commercial Subdivision. *Tabled til this date in meeting of December 20, 2011. Authorized calling of letter of credit, motion carried unanimously.*

**NEW BUSINESS:**

1. Consideration of recommendation for approval of Change Order #1 with Brocato Construction, Inc., in the amount of \$4,760.00, relative to Hwy 305 Utilities Relocation, increasing the contract amount from \$1,787,914.06 to \$1,792,674.06. *Approved, motion carried unanimously.*
2. Consideration of request for authorization to purchase recreational activities insurance coverage for Olive Branch Parks & Recreation and pay all associated costs. *Authorized, motion carried unanimously.*

**EXECUTIVE SESSION:**

1. Personnel matters in the Fire Department
  - a. *Consideration of recommendation for employee promotion and salary increase. Authorized promotion and salary increase for one (1) employee, motion carried unanimously.*
  - b. *Consideration of recommendation for employee step increase (anniversary). Authorized step increase (anniversary) for one (1) employee, Motion put to vote and carried unanimously.*

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2. Personnel matters in the General Services Department  
*Consideration of request for Administrative Leave.*  
*Approved, motion carried unanimously.*

**CLAIMS DOCKETS:**

Warrant report #01032012, dated 12/29/2011, 201 invoices totaling \$479,086.89.

*Approved for payment, motion carried unanimously.*

Warrant report #01042012, dated 01/03/2012, 102 invoices totaling \$477,228.09.

*Approved for payment, motion carried unanimously.*

Warrant report #0103AT&T, dated 01/03/2012, 1 invoice totaling \$50.14.

*Approved for payment, motion carried with Alderman Collins, Alderwoman Hamilton, Alderman Henderson, Alderwoman Johnson, Alderman Tullos and Alderman Wallace voting in favor and with Alderman Dickerson being recused.*