

**CITY OF FLOWOOD**  
**REGULAR MEETING OF THE MAYOR AND BOARD OF ALDERMEN OF THE CITY**  
**OF FLOWOOD, RANKIN COUNTY, MISSISSIPPI**  
**Held March 3, 2025**  
**6:30 P.M.**

**BE IT REMEMBERED** that the Mayor and Board of Aldermen of the City of Flowood met at their regular meeting place on March 3, 2025, at 6:30 P.M.

The following members were present: Mayor Gary Rhoads, Alderman Deron Harmon, Alderman Kathy Smith, Alderman Don Flynt, Alderman Seth Robbins, Alderman Kirk McDaniel, and City Clerk Josh Carlisle.

OTHERS PRESENT: Rusty Fortenberry, Eric Zetterholm, Daniel Lang, Cory Ladner, Tamela Bowers, Jeffrey Welborn, and Chris Bowers. Also, see the attached list.

The Meeting was called to order by Mayor Rhoads.

The invocation was given by Alderman McDaniel.

**Item # 1 – Approval of Consent Agenda Items**

- A. Approval and/or Corrections of the minutes of the Board meeting for February 3, 2025.
- B. Approval of General Claims Dockets and Supplemental Claims Dockets and Paid Claims Docket.
- C. Approval of the Refuge Golf Course Claim Docket.
- D. Approval of the Liberty Park Improvements Claims Docket.
- E. Approval of the FY 2024 Road Projects Claims Docket.
- F. Approval of the LPA Multi-use Trail Projects Claims Docket.
- G. Approval of the Adams Street Park Improvements Claims Docket.
- H. Approval of the North Flowood Drive Improvements Claims Docket.
- I. Approval of the ARPA Storm Drainage Improvements Claims Docket.
- J. Approval of the Castlewoods Water Tank Improvements Claims Docket.
- K. Approval of the Highway 25 Utility Relocation Claims Docket.
- L. Approval of the Water Well Improvements Claims Docket.
- M. Authorization for the Flowood Fire Department to declare items as surplus property to be auctioned and/or destroyed (see, attached list).
- N. Approval of maintenance agreement with Taylor Sudden Service for the maintenance of the generators at the water wells and pump stations in the amount of \$7,837.00.
- O. Authorization and approval for the mayor to accept a perpetual easement for sanitary sewer from StorageMax Lakeland 2, LLC.
- P. Approval of a 36-month lease agreement with RJ Young for the copier for the legal department.
- Q. Authorization to apply for a Recreational Trails Grant from the Mississippi Department of Wildlife, Fisheries and Parks.
- R. Authorization to advertise for bids for the library painting and carpet upgrades.
- S. Approval of an ordinance establishing an Election Resolution Board and compensation for the election officials of the City of Flowood, Mississippi.

A motion was made by Alderman Harmon to approve the above consent agenda items (copies attached). This motion was seconded by Alderman Smith and received unanimous approval from all Board members present.

**Item # 2 – Jeffrey Welborn – Fire Chief**

- A. Personnel Recommendation – Private II Step 1 (George P. Hewes)

Chief Welborn recommended hiring George P. Hewes in a Private II Step 1 position. A motion was made by Alderman Harmon to hire George P. Hewes in a Private II Step 1 position. This

motion was seconded by Alderman Smith and received unanimous approval from all Board Members present.

**B. Personnel Recommendation – Private II Step 1 (Luke H. Robinson)**

Chief Welborn recommended hiring Luke H. Robinson in a Private II Step 1 position. A motion was made by Alderman McDaniel to hire Luke H. Robinson in a Private II Step 1 position. This motion was seconded by Alderman Harmon and received unanimous approval from all Board Members present.

**C. Personnel Recommendation – Private II Step 8 (Michael B. Johnson)**

Chief Welborn recommended hiring Michael B. Johnson in a Private II Step 8 position. A motion was made by Alderman Robbins to hire Michael B. Johnson in a Private II Step 8 position. This motion was seconded by Alderman Harmon and received unanimous approval from all Board Members present.

**Item # 3 – Paul Forster – Director of Engineering**

Paul Forster was unable to attend the meeting and presented the Mayor and Board of Aldermen with a written summary of paragraphs A through I below. A motion was made by Alderman Robbins to add Paul Forster's written summary to the minutes and for the Board of Alderman to combine Agenda paragraphs A through I into one Item for a single vote. This motion was seconded by Alderman Smith and received unanimous approval from all Board members present. Mayor Rhoads announced that Paul Forster's written summary is available to anyone desiring a copy.

A. Approval of Change Order #1 for an increase of \$9,779.43 for the contract with Hemphill Construction Co., Inc. for the Laurelwood Detention Basin Project

B. Approval of Change Order #2 for a decrease of \$28,238.60 for the contract with Hemphill Construction Co., Inc. for the Laurelwood Detention Basin Project

C. Approval of the Final Payment in the amount of \$30,717.58 and Closeout Documents with Hemphill Construction Co., Inc. for the Laurelwood Detention Basin Project

D. Approval of Change Order #2 for a decrease of \$49,796.00 for the contract with Griner Drilling Service, Inc. for the Grants Ferry and North Flowood Well Rehab Project

E. Approval of the Final Payment in the amount of \$131,031.18 and Closeout Documents with Griner Drilling Service, Inc. for the Grants Ferry and North Flowood Well Rehab Project

F. Approval of Change Order #2 for a decrease of \$23,288.50 for the contract with Hemphill Construction Co., Inc. for the Multi-Use Path on Luckney Road Project

G. Approval of the Final Payment in the amount of \$9,503.70 and Closeout Documents with Hemphill Construction Co., Inc. for the Multi-Use Path on Luckney Road Project

H. Approval of Change Order #1 for an increase of \$6,862.00 for the contract with Planet Recess, Inc. for the Adams Street Park Improvements Project

I. Approval of the Final Payment in the amount of \$182,106.25 and Closeout Documents with Planet Recess, Inc. for the Adams Street Park Improvements Project

A motion was made by Alderman Robbins to approve Item # 3, paragraphs A through I (copies attached). This motion was seconded by Alderman McDaniel and received unanimous approval from all Board Members present.

**Item # 4 – Approval of resolution accepting a special warranty deed of dedication from Lost Pine Homeowners Association**

The Lost Pine Homeowners Association presented a Special Warranty Deed of Dedication dedicating its streets and roads to the City of Flowood. A motion was made by Alderman Robbins to approve the Resolution accepting a Special Warranty Deed of Dedication from Lost Pine Homeowners Association dedicating its roads and streets to the City of Flowood (copies attached). This motion was seconded by Alderman Flynt and received unanimous approval from all Board Members present.

**Item # 5 – Eric Zetterholm – Police Chief**

**A. Personnel Recommendation – Dispatcher Step 3 (Brianna Frazier)**

Chief Zetterholm recommended hiring Brianna Frazier in a Dispatcher Step 3 position. A motion was made by Alderman Flynt to hire Brianna Frazier in a Dispatcher Step 3 position. This motion was seconded by Alderman Harmon and received unanimous approval from all Board Members present.

**Item # 6 - Other Business**

Mayor Rhoads and the Board of Aldermen recognized members of Boy Scout Troop 8, First Baptist Church, Jackson, Mississippi for their attendance at the meeting and dedication to achieving their Communication Badge.

**Item # 7 - Adjourn**

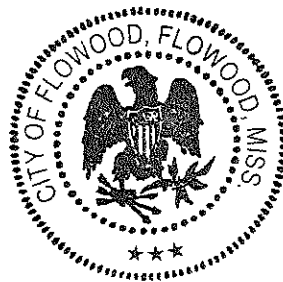
Alderman Harmon made a motion to adjourn the meeting whereupon the meeting was adjourned with the unanimous approval from all Board members present.

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GARY RHOADS, MAYOR

**ATTEST:**

  
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JOSH CARLISLE, CITY CLERK



**CITY OF FLOWOOD**  
**REGULAR MEETING OF THE MAYOR AND BOARD OF ALDERMEN OF THE CITY**  
**OF FLOWOOD, RANKIN COUNTY, MISSISSIPPI**  
**Held March 17, 2025**  
**6:30 P.M.**

**BE IT REMEMBERED** that the Mayor and Board of Aldermen of the City of Flowood met at their regular meeting place on March 17, 2025, at 6:30 P.M.

The following members were present: Mayor Gary Rhoads, Alderman Deron Harmon, Alderman Kathy Smith, Alderman Seth Robbins, Alderman Kirk McDaniel, and City Clerk Josh Carlisle.

OTHERS PRESENT: Rusty Fortenberry, Paul Forster, Chris Coy, Cory Ladner, Daniel Lang, Tamela Bowers, Mike Prestage, and Eric Zetterholm. Also, see the attached list.

The meeting was called to order by Mayor Rhoads.

The invocation was given by Alderman Smith.

**Item # 1 – Approval of Consent Agenda Items**

- A. Approval and/or Corrections of the minutes of the Board meeting for March 3, 2025.
- B. Approval and authorization for City Clerk to sign weather insurance policy for the Flowood Family Festival in the amount of \$14,590.00 with Arthur J. Gallagher & Co.
- C. Ratification of client authorization to bind coverage and approval of payment to Arthur J. Gallagher & Co. for the renewal of the auto and property insurance for the period of March 1, 2025, to March 1, 2026, in the amount of \$280,426.00 with EMCASCO Insurance Company.
- D. Authorization for the Mayor and City Clerk to sign an engagement letter with Butler Snow to perform the fiscal year 2024 continuing disclosure filing.
- E. Approval of the contract with Stagelite Entertainment, Inc. to be the agent for entertainment for Flowood Family Festival 2025 in the amount of \$8,500.00.
- F. Ratification of the Mayor signing a contract for the opening entertainment performer for the 2025 Flowood Family Festival.
- G. Increase in Thomas Lowe's rate of pay from a patrolman Step 2 to Step 3 due to a clerical issue.
- H. Authorization for the City Attorney and City Clerk to investigate further a class action settlement against Cintas and file necessary documents by April 1, 2025.
- I. Authorization for the Flowood Public Works Department to declare items as surplus property to be auctioned and/or destroyed (see, attached list).

A motion was made by Alderman Smith to approve the above consent agenda items (copies attached). This motion was seconded by Alderman McDaniel and received unanimous approval from all Board members present.

**Item # 2 – Jeffrey Welborn – Fire Chief**

- A. Personnel Recommendation – Promotion of Private Austin C. Wilson to Lieutenant Step 9

Chief Welborn recommended promoting Private Austin C. Wilson to a Lieutenant Step 9 position. A motion was made by Alderman Robbins to promote Private Austin C. Wilson to a Lieutenant Step 9 position. This motion was seconded by Alderman Smith and received unanimous approval from all Board Members present.

- B. Personnel Recommendation – Promotion of Private Michael D. Pilgrim to Lieutenant Step 2

Chief Welborn recommended promoting Private Michael D. Pilgrim to a Lieutenant Step 2 position. A motion was made by Alderman Harmon to promote Private Michael D. Pilgrim to a Lieutenant Step 9 position. This motion was seconded by Alderman Robbins and received unanimous approval from all Board Members present.

**Item # 3 – Paul Forster – Director of Engineering**

A. Award term bid for asphalt paving

Paul Forster presented and recommended acceptance of all unit price bids that were submitted (copies attached). A motion was made by Alderman McDaniel to accept all the unit price bids that were submitted. This motion was seconded by Alderman Harmon and received unanimous approval from all Board Members present.

**Item # 4 - Other Business**

There was no other business to come before the Board.

**Item # 5 - Adjourn**

Alderman Harmon made a motion to adjourn the meeting. This motion was seconded by Alderman McDaniel whereupon the meeting was adjourned with the unanimous approval from all Board members present.

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**GARY RHOADS, MAYOR**

**ATTEST:**

  
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**JOSH CARLISLE, CITY CLERK**

