

By: Representative Read

To: Local and Private
Legislation

COMMITTEE SUBSTITUTE
FOR
HOUSE BILL NO. 1722

1 AN ACT TO AMEND CHAPTER 951, LOCAL AND PRIVATE LAWS OF 2012,
2 TO REVISE THE AMOUNT OF TAX THAT MAY BE LEVIED BY THE GOVERNING
3 AUTHORITIES OF THE CITY OF GAUTIER, MISSISSIPPI, FROM 1% TO 2%
4 UPON THE GROSS PROCEEDS OF SALES OF RESTAURANTS AND UPON THE GROSS
5 SALES OF HOTELS AND MOTELS DERIVED FROM ROOM RENTALS FOR THE
6 PURPOSE OF PROVIDING FUNDS TO IMPROVE PARKS AND RECREATION
7 FACILITIES FOR THE PURPOSE OF TOURISM AND ECONOMIC DEVELOPMENT
8 WITHIN THE CITY; AND FOR RELATED PURPOSES.

9 BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF MISSISSIPPI:

10 **SECTION 1.** Chapter 951, Local and Private Laws of 2012, is
11 amended as follows:

12 Section 1. As used in this act, the following terms have the
13 meanings ascribed to them in this section unless the context
14 clearly indicates otherwise:

15 (a) "City" means the City of Gautier, Mississippi.

16 (b) "Governing authorities" means the governing
17 authorities of the City of Gautier, Mississippi.

18 (c) "Prepared food" means food prepared on the premises
19 of a restaurant or bar.

20 (d) "Restaurant" means all places within the corporate
21 limits of the city where prepared food and beverages are sold for



22 consumption, whether such food is consumed on the premises or not.
23 The term "restaurant" does not include any: school; hospital;
24 convalescent or nursing home; restaurant-like facility operated by
25 or in connection with a school, hospital, medical clinic,
26 convalescent or nursing home providing food for students,
27 patients, visitors or their families; or convenience store or
28 service station where the sale of prepared food constitutes less
29 than fifty percent (50%) of the gross sales.

30 (e) "Hotel" or "motel" means any establishment engaged
31 in the business of furnishing or providing rooms intended or
32 designed for dwelling, lodging or sleeping purposes to transient
33 guests, which establishment consists of six (6) or more guest
34 rooms, and does not encompass any hospital, convalescent or
35 nursing home or sanitarium, or any hotel-like facility operated by
36 or in connection with a hospital or medical clinic providing rooms
37 exclusively for patients and their families.

38 Section 2. (1) For the purpose of providing funds to
39 improve parks and recreation facilities for the purpose of tourism
40 and economic development within the city, the governing
41 authorities of the City of Gautier, Mississippi, in their
42 discretion, may levy, assess and collect a tax from persons, firms
43 or corporation specified in this subsection, a tax, which shall be
44 in addition to all other taxes or assessments imposed. The tax
45 shall be imposed as follows:



46 (a) Upon every person, firm or corporation operating a
47 restaurant or such other business in the City of Gautier,
48 Mississippi, where prepared food and drink is sold to the public,
49 at a rate not to exceed * * * two percent (2%) of the gross
50 proceeds of the sales of such restaurant or business.

51 (b) Upon every person, firm or corporation operating a
52 hotel or motel in the City of Gautier, Mississippi, at a rate not
53 to exceed * * * two percent (2%) of the gross proceeds of sales
54 from room rentals for each such hotel or motel.

55 (2) Persons, firms, corporations or other entities liable
56 for the tax imposed under subsection (1) of this section shall add
57 the amount of the tax to the sales price of the food and beverages
58 and shall collect, insofar as practicable, the amount of the tax
59 due from the person purchasing the food or beverages at the time
60 of payment therefor.

61 Section 3. Before any tax authorized under this act may be
62 imposed, the governing authorities shall adopt a resolution
63 declaring its intention to levy the tax, setting forth the amount
64 of the tax to be imposed, the date upon which the tax shall become
65 effective and calling for an election to be held on the question.
66 The date of the election shall be fixed in the resolution. Notice
67 of the intention and the election shall be published once each
68 week for at least three (3) consecutive weeks in a newspaper
69 published or having a general circulation in the city, with the
70 first publication of the notice to be made not less than



71 twenty-one (21) days before the date fixed in the resolution for
72 the election and the last publication to be made not more than
73 seven (7) days before the election. At the election, all
74 qualified electors of the city, may vote, and the ballots used in
75 the election shall have printed thereon a brief statement of the
76 amount and purposes of the proposed tax levy and the words "FOR
77 THE TAX" and, on a separate line, "AGAINST THE TAX" and the voters
78 shall vote by placing a cross (X) or check (✓) opposite their
79 choice on the proposition. When the results of the election shall
80 have been canvassed and certified, the city may levy the tax if
81 sixty percent (60%) of the qualified electors who vote in the
82 election vote in favor of the tax. At least thirty (30) days
83 before the effective date of the tax, the governing authorities
84 shall furnish to the Department of Revenue a certified copy of the
85 resolution evidencing the tax.

86 Section 4. (1) On or before the fifteenth day of the month
87 preceding the date on which the city will begin to levy the tax
88 authorized under Section 2 of this act, the governing authorities
89 shall give written notification to the Commissioner of Revenue of
90 the date on which the tax will become effective.

91 (2) The tax must be collected by and paid to the Department
92 of Revenue in the same manner that state sales taxes are computed,
93 collected and paid, and the full enforcement provisions and all
94 other provisions of Chapter 65, Title 27, Mississippi Code of
95 1972, will apply as necessary for the implementation of this act.



96 (3) Except for any amount retained by the Department of
97 Revenue under Section 27-3-58, Mississippi Code of 1972, the
98 revenue from the special tax collected under this act must be paid
99 to the city on or before the fifteenth day of the month following
100 the month in which collected.

101 (4) Accounting for receipts and expenditures of the revenue
102 from the tax shall be made separately from the accounting of
103 receipts and expenditures of the general fund and any other funds
104 of the city. The records reflecting the receipts and expenditures
105 of the revenue from the tax shall be audited annually by an
106 independent certified public accountant, and the accountant shall
107 make a written report of his audit to the governing authorities.
108 The audit shall be made and completed as soon as practicable after
109 the close of the fiscal year, and expenses of the audit shall be
110 paid from the funds derived pursuant to this act.

111 (5) The proceeds of the tax may not be considered by the
112 city as general fund revenues but must be placed into a special
113 fund apart from the city general fund and any other funds and
114 expended by the city strictly for the purposes prescribed under
115 Section 2 of this act.

116 Section 5. This act shall be repealed from and after July 1,
117 2016.

118 **SECTION 2.** The governing authorities of the City of Gautier,
119 Mississippi, are directed to submit this act, immediately upon
120 approval by the Governor, or upon approval by the Legislature



121 subsequent to a veto, to the Attorney General of the United States
122 or to the United States District Court for the District of
123 Columbia in accordance with the provisions of the Voting Rights
124 Act of 1965, as amended and extended.

125 **SECTION 3.** This act shall take effect and be in force from
126 and after the date it is effectuated under Section 5 of the Voting
127 Rights Act of 1965, as amended and extended.

H. B. No. 1722
13/HR40/R2203CS
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~ OFFICIAL ~

ST: City of Gautier; authorize to revise tax on
restaurants, hotels and motels.

There came for consideration of the Mayor and Members of the Council of the City of Gautier, Mississippi, the following:

ORDER NUMBER 109-2013

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that the Docket of Claims is hereby approved, provided that all entries thereon are true, correct, properly entered and not fraudulent.

IT IS FURTHER ORDERED that the City Manager or City Clerk is authorized to execute any and all documents necessary.

Motion was made by Mayor Fortenberry, seconded by Councilwoman Martin and the following vote was recorded:

AYES: Tommy Fortenberry
Johnny Jones
Hurley Ray Guillotte
Gordon Gollott
Mary Martin
Scott Macfarland
Adam Colledge

NAYS: None

MAYOR

ATTEST:

CITY CLERK

PASSED AND ADOPTED by Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of May 7, 2013.

CITY OF GAUTIER
CITY MANAGER MEMORANDUM

To: Honorable Mayor and Council
From: Samantha D. Abell, City Manager
Date: May 2, 2013
Subject: B & D Plastics Request for a Waiver of Tap Fees at 5500 Allen Road

REQUEST:

B & D Plastics has requested a waiver of fees to establish utility hook-ups for the second major expansion of its plastics fabrication business. A waiver of fees requires Council approval, per the City's Comprehensive Fee Schedule.

BACKGROUND:

B & D Plastics has requested a waiver of fees not to exceed \$2,400 for a new tap necessary for its recent major expansion. The cost includes the City extending water and sewer taps under an existing drive.

This most recent B & D Plastics expansion represents a total private investment of \$790,000 including \$240,000 for building, \$500,000 for new equipment and \$50,000 for other equipment. It is the second expansion for this company in three years. B&D Plastics has continued to add competitive wage-jobs to meet the demands of its dual laminate plastics fabrication business.

RECOMMENDATION:

The City Manager recommends approval of this request.

ATTACHMENTS:

Application for Tap Fees



City of Gautier
Utilities Department
P O Box 670
Gautier, Ms 39553



Request for Water and/or Sewer Installation

Date: 5-1-13 Work Order # _____

Name: TOM REEVES BDA PLASTICS

Telephone: 875-5865 Work: 547-7308 Cell: _____ Fax: 875-5834

Location: 5500 ALLEN RD

Lot # _____ Subdivision: _____

Type of installation:

- Single dwelling residence (house)
 - Commercial type of business
 - Townhouse, Restaurants, Apartments
- (All commercial, townhouses, apartments, etc., must provide the City of Gautier with drawings and specifications that will be reviewed by the water and sewer manager before a quote is provided.)

Meter size requested: 1"

Sewer size requested: 2" { Gravity _____
Force Main _____
Pump required _____

Administration Fee (Water) \$ 450.00

Administration Fee (Sewer) \$ 350.00

Tap Fees:

Water & Sewer Tap	\$ <u>1600.00</u>	Sewer Inspection	\$ <u>15.00</u>
2 nd Water Meter	\$ _____	Connection Fee	\$ <u>30.00</u>
Meter Deposit	\$ _____	Additional Charges	\$ _____
Sales Tax	\$ _____		

Total Charges \$ _____

Estimated number of working days to install: _____

Received by: _____ Date: _____

Quote given by: D. Shush Date: 5-1-13

Customer contacted by: _____ Date: _____

Comments: Please waive charges for the above service
and proceed as soon as possible,
THANK YOU
[Signature]

There came for consideration of the Mayor and Members of the Council of the City of Gautier, Mississippi, the following:

ORDER NUMBER 110-2013

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that the Minutes from Civil Service Meetings held October 18, 2012; November 8, 2012; & December 13, 2013 are hereby approved.

IT IS FURTHER ORDERED that the City Manager or City Clerk is authorized to execute any and all documents necessary.

Motion was made by Mayor Fortenberry, seconded by Councilwoman Martin and the following vote was recorded:

AYES: Tommy Fortenberry
Johnny Jones
Hurley Ray Guillotte
Gordon Gollott
Mary Martin
Scott Macfarland
Adam Colledge

NAYS: None

MAYOR

ATTEST:

CITY CLERK

PASSED AND ADOPTED by Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of May 7, 2013.

MINUTES
Gautier Civil Service Commission
June 14, 2012

The meeting was called to order by Commissioner Mansfield in the Gautier Municipal Building Council Chambers at 6:00 p.m. on June 14, 2012. Those present were Commissioners Doug Mansfield, Susan Parol, and Phil Torjusen; and other concerned employees.

The agenda was as follows:

AGENDA
Civil Service Commission
June 14, 2012
6:00 p.m.

1. Approve Agenda Order
Motion _____ Second _____ AYES: _____ NAYS: _____
2. Approve Minutes for CSC Meeting held May 10, 2012
Motion _____ Second _____ AYES: _____ NAYS: _____

(Please consider one motion to receive items 3 thru 7)

3. Receive Personnel Order: Permanent Appointment/Smith, Christopher W./Patrolman/effective March 21, 2012
4. Receive Personnel Order: Permanent Appointment/Montgomery, Glen R./Patrolman/effective April 18, 2012
5. Receive Personnel Order: Probationary Appointment/Vaughn, Joshua C./Firefighter/effective April 21, 2012
6. Receive Personnel Order: Probationary Appointment/Mixon, Zachery T./Foreman-Equipment Operator/effective May 20, 2012
7. Receive Vacancy Announcement: Equipment Operator/posted May 25 thru June 5, 2012

ITEMS 3 THRU 7

Motion _____ Second _____ AYES: _____ NAYS: _____

8. Approve Eligibility List for Equipment Operator/posted May 25 thru June 5, 2012
Motion _____ Second _____ AYES: _____ NAYS: _____
9. Induct the following employees who have successfully completed probation into Civil Service:

Christopher W. Smith	Patrolman
Glen W. Montgomery	Patrolman

 Motion _____ Second _____ AYES: _____ NAYS: _____
10. Other Business.
11. Adjourn meeting until July 12, 2012 at 6:00 p.m.

Motion was made by Parol, seconded by Torjusen, to approve agenda order; and the following vote was recorded:

AYES: Doug Mansfield, Phil Torjusen, Susan Parol
NAYS: None

Motion carried.

Motion was made by Torjusen, seconded by Parol, to approve the minutes of the Civil Service Meeting held May 10, 2012; and the following vote was recorded:

AYES: Doug Mansfield, Phil Torjusen, Susan Parol
NAYS: None

Motion carried.

Motion was made by Parol, seconded by Torjusen, to receive items 3 thru 7; and the following vote was recorded:

AYES: Doug Mansfield, Phil Torjusen, Susan Parol

NAYS: None

Motion carried.

Motion was made by Torjusen, seconded by Parol, to approve Eligibility List for Equipment Operator/ posted May 25 thru June 5, 2012; and the following vote was recorded:

AYES: Doug Mansfield, Phil Torjusen, Susan Parol
NAYS: None

Motion carried.

Motion was made by Parol, seconded by Mansfield, to induct the following employees who have successfully completed probation into Civil Service:

Christopher W. Smith Patrolman
Glen W. Montgomery Patrolman

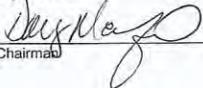
And the following vote was recorded:

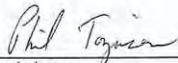
AYES: Doug Mansfield, Phil Torjusen, Susan Parol
NAYS: None

Motion carried.

There being no further business, the meeting was adjourned until July 12, 2012, at 6:00 p.m.

APPROVED:


Chairman


Commissioner

MINUTES
Gautier Civil Service Commission
July 12, 2012

The meeting was called to order by Commissioner Mansfield in the Gautier Municipal Building Council Chambers at 6:00 p.m. on July 12, 2012. Those present were Commissioners Doug Mansfield and Susan Parol; and other concerned employees. ABSENT: Phil Torjusen

The agenda was as follows:

AGENDA
Civil Service Commission
July 12, 2012
6:00 p.m.

1. Approve Agenda Order
Motion _____ Second _____ AYES: _____ NAYS: _____
2. Approve Minutes for CSC Meeting held June 14, 2012
Motion _____ Second _____ AYES: _____ NAYS: _____

(Please consider one motion to receive items 3 thru 9)

3. Receive Personnel Order: Termination of Employment/Patrolman
4. Receive Personnel Order: Termination of Employment/Patrolman
5. Receive Personnel Order: Termination of Employment/Patrolman
6. Receive Personnel Order: Probationary Appointment/Ezell, Melissa A./Dispatcher-TAC Officer/ effective June 2, 2012
7. Receive Vacancy Announcement: Police Chief/posted June 18 thru July 3, 2012

- 8. Receive Vacancy Announcement: Police Officer/posted June 18 thru July 10, 2012
- 9. Receive Vacancy Announcement: Fire Fighter/posted June 18 thru July 20, 2012

ITEMS 3 THRU 9

- Motion _____ Second _____ AYES: _____ NAYS: _____
- 10. Approve Eligibility List for Police Chief/posted June 18 thru July 3, 2012
Motion _____ Second _____ AYES: _____ NAYS: _____
 - 11. Issue Selection Register for Dispatcher/Test Date: November 02, 2011
Motion _____ Second _____ AYES: _____ NAYS: _____
 - 12. Receive Gautier Fire Department Seniority Roster
Motion _____ Second _____ AYES: _____ NAYS: _____
 - 13. Other Business.
 - 14. Adjourn meeting until August 09, 2012 at 6:00 p.m.

Motion was made by Parol, seconded by Mansfield, to approve agenda order; and the following vote was recorded:

AYES: Doug Mansfield, Susan Parol
NAYS: None
ABSENT: Phil Torjusen

Motion carried.

Motion was made by Parol, seconded by Mansfield, to approve the minutes of the Civil Service Meeting held June 14, 2012; and the following vote was recorded:

AYES: Doug Mansfield, Susan Parol
NAYS: None
ABSENT: Phil Torjusen

Motion carried.

Motion was made by Parol, seconded by Mansfield, to receive items 3 thru 9; and the following vote was recorded:

AYES: Doug Mansfield, Susan Parol
NAYS: None
ABSENT: Phil Torjusen

Motion carried.

Motion was made by Parol, seconded by Mansfield, to approve Eligibility List for Police Chief/ posted June 18 thru July 3, 2012; and the following vote was recorded:

AYES: Doug Mansfield, Susan Parol
NAYS: None
ABSENT: Phil Torjusen

Motion carried.

Motion was made by Parol, seconded by Mansfield, to issue Selection Register for Dispatcher/Test Date November 02, 2011; and the following vote was recorded:

AYES: Doug Mansfield, Susan Parol
NAYS: None
ABSENT: Phil Torjusen

Motion carried.

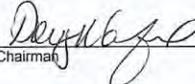
Motion was made by Parol, seconded by Mansfield, to receive Gautier Fire Department Seniority Roster, and the following vote was recorded:

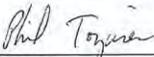
AYES: Doug Mansfield, Susan Parol
NAYS: None
ABSENT: Phil Torjusen

Motion carried.

There being no further business, the meeting was adjourned until August 09, 2012, at 6:00 p.m.

APPROVED:


Chairman


Commissioner

MINUTES
Gautier Civil Service Commission
August 09, 2012

The meeting was called to order by Commissioner Mansfield in the Gautier Municipal Building Council Chambers at 6:00 p.m. on August 09, 2012. Those present were Commissioners Doug Mansfield, Phil Torjusen, and Susan Parol, and other concerned employees.

The agenda was as follows:

AGENDA
Civil Service Commission
August 09, 2012
6:00 p.m.

- 1. Approve Agenda Order
Motion _____ Second _____ AYES: _____ NAYS: _____
- 2. Approve Minutes for CSC Meeting held July 12, 2012
Motion _____ Second _____ AYES: _____ NAYS: _____

(Please consider one motion to receive items 3 thru 7)

- 3. Receive Personnel Order: Termination of Employment/Police Chief
- 4. Receive Personnel Order: Termination of Employment/Firefighter
- 5. Receive Personnel Order: Probationary Appointment/Hooks, Michael L./Equipment Operator/ effective July 9, 2012
- 6. Receive Personnel Order: Probationary Appointment/Elbin, Dante L./Police Chief/ effective July 16, 2012
- 7. Receive Personnel Order: Temporary Appointment/Pugh, Jason D./Human Resources Director/ effective July 30, 2012

ITEMS 3 THRU 7

- Motion _____ Second _____ AYES: _____ NAYS: _____
- 8. Approve Eligibility List for Police Officer/posted June 18 thru July 10, 2012
Motion _____ Second _____ AYES: _____ NAYS: _____
- 9. Approve Master Register for Police Officer/Test Date: August 01, 2012
Motion _____ Second _____ AYES: _____ NAYS: _____

- 10. Receive Memo concerning Firefighter Physical Agility Exam
Motion _____ Second _____ AYES: _____ NAYS: _____
- 11. Approve Eligibility List for Firefighter/posted June 18 thru July 20, 2012
Motion _____ Second _____ AYES: _____ NAYS: _____
- 12. Approve request to waive 90 day notification requirement as stated in Rule 7 Section 7.1.1 to allow certified firefighter candidate to be processed as a lateral hire
Motion _____ Second _____ AYES: _____ NAYS: _____
- 13. Other Business.
- 14. Adjourn meeting until September 13, 2012 at 6:00 p.m.

Motion was made by Torjusen, seconded by Parol, to approve agenda order; and the following vote was recorded:

AYES: Doug Mansfield, Phil Torjusen, Susan Parol
NAYS: None

Motion carried.

Motion was made by Parol, seconded by Torjusen, to approve the minutes of the Civil Service Meeting held July 12, 2012; and the following vote was recorded:

AYES: Doug Mansfield, Phil Torjusen, Susan Parol
NAYS: None

Motion carried.

Motion was made by Torjusen, seconded by Parol, to receive items 3 thru 7; and the following vote was recorded:

AYES: Doug Mansfield, Phil Torjusen, Susan Parol
NAYS: None

Motion carried.

Motion was made by Parol, seconded by Torjusen, to approve Eligibility List for Police Officer/posted June 18 thru July 10, 2012; and the following vote was recorded:

AYES: Doug Mansfield, Phil Torjusen, Susan Parol
NAYS: None

Motion carried.

Motion was made by Torjusen, seconded by Parol, to approve Master Register for Police Officer/Test Date: August 01, 2012; and the following vote was recorded:

AYES: Doug Mansfield, Phil Torjusen, Susan Parol
NAYS: None

Motion carried.

Motion was made by Torjusen, seconded by Parol, to receive Memo concerning Firefighter Physical Agility Exam; and the following vote was recorded:

AYES: Doug Mansfield, Phil Torjusen, Susan Parol
NAYS: None

Motion carried.

Motion was made by Parol, seconded by Torjusen, to approve Eligibility List for Firefighter/posted June 18 thru July 20, 2012; and the following vote was recorded:

AYES: Doug Mansfield, Phil Torjusen, Susan Parol
NAYS: None

Motion carried.

Motion was made by Torjusen, seconded by Parol, to approve request to waive 90 day notification requirement as stated in Rule 7 Section 7.1.1 to allow certified firefighter candidate to be processed as a lateral hire; and the following vote was recorded:

AYES: Doug Mansfield, Phil Torjusen, Susan Parol
NAYS: None

Motion carried.

There being no further business, the meeting was adjourned until September 13, 2012, at 6:00 p.m.

APPROVED:

Doug Mansfield
Chairman

Phil Torjusen
Commissioner

MINUTES
Gautier Civil Service Commission
September 13, 2012

The meeting was called to order by Commissioner Mansfield in the Gautier Municipal Building Council Chambers at 6:00 p.m. on September 13, 2012. Those present were Commissioners Doug Mansfield, Phil Torjusen, and Susan Parol; Samantha D. Abell, City Manager; Jason D. Pugh, Interim HR Director; Chief Dante Elbin and other concerned employees.

The agenda was as follows:

AGENDA
Civil Service Commission
September 13, 2012
6:00 p.m.

- 1. Approve Agenda Order
Motion Second AYES: NAYS:
2. Approve Minutes for CSC Meeting held August 9, 2012
Motion Second AYES: NAYS:

(Please consider one motion to receive items 3 thru 7)

- 3. Receive Personnel Order: Probationary Appointment/Robert J. Noonan/Firefighter/ effective August 18, 2012
4. Receive Vacancy Announcement: Human Resources Director/posted August 21 thru September 4, 2012
5. Receive Vacancy Announcement: Police Captain/posted August 21 thru September 4, 2012
6. Receive Vacancy Announcement: Police Lieutenant/posted August 21 thru September 4, 2012
7. Receive Vacancy Announcement: Police Sergeant/posted August 21 thru September 4, 2012

ITEMS 3 THRU 7

- Motion Second AYES: NAYS:
8. Approve Eligibility List for Human Resources Director/posted August 21 thru September 4, 2012
Motion Second AYES: NAYS:
9. Approve Eligibility List for Police Captain/posted August 21 thru September 4, 2012
Motion Second AYES: NAYS:

10. Approve Eligibility List for Police Lieutenant/posted August 21 thru September 4, 2012
Motion _____ Second _____ AYES: _____ NAYS: _____
11. Approve Eligibility List for Police Sergeant/posted August 21 thru September 4, 2012
Motion _____ Second _____ AYES: _____ NAYS: _____
12. Receive memo concerning amendment of Firefighter Eligibility List approved August 9, 2012.
Motion _____ Second _____ AYES: _____ NAYS: _____
13. Approve Master Register for Firefighter/ Test Date: September 5, 2012
Motion _____ Second _____ AYES: _____ NAYS: _____
14. Approve request to waive 1 year probationary period for Jerry R. Killingsworth as stated in Rule 13 Section 13.2 to allow applicant to test for Police Sergeant.
Motion _____ Second _____ AYES: _____ NAYS: _____
15. Approve request to waive 2 year Sergeants' experience for Police Lieutenant as stated in Rule 11 Section 11.2 to allow all applicants to test for Police Lieutenant.
Motion _____ Second _____ AYES: _____ NAYS: _____
16. Other Business.
17. Adjourn meeting until October 11, 2012 at 6:00 p.m.

Motion was made by Torjusen, seconded by Parol, to approve agenda order; and the following vote was recorded:

AYES: Doug Mansfield, Phil Torjusen, Susan Parol
NAYS: None

Motion carried.

Motion was made by Parol, seconded by Torjusen, to approve the minutes of the Civil Service Meeting held September 13, 2012; and the following vote was recorded:

AYES: Doug Mansfield, Phil Torjusen, Susan Parol
NAYS: None

Motion carried.

Motion was made by Torjusen, seconded by Parol, to receive items 3 thru 7; and the following vote was recorded:

AYES: Doug Mansfield, Phil Torjusen, Susan Parol
NAYS: None

Motion carried.

Motion was made by Torjusen, seconded by Mansfield, to approve Eligibility List for Human Resources Director/posted August 21 thru September 4, 2012; and the following vote was recorded:

AYES: Doug Mansfield, Phil Torjusen, Susan Parol
NAYS: None

Motion carried.

Motion was made by Parol, seconded by Torjusen, to approve Eligibility List for Police Captain/posted August 21 thru September 4, 2012; and the following vote was recorded:

AYES: Doug Mansfield, Phil Torjusen, Susan Parol
NAYS: None

Motion carried.

Motion was made by Torjusen, seconded by Parol, to approve Eligibility List for Police Lieutenant/posted August 21 thru September 4, 2012; and the following vote was recorded:

AYES: Doug Mansfield, Phil Torjusen, Susan Parol
NAYS: None

Motion carried.

Motion was made by Torjusen, seconded by Mansfield, to approve Eligibility List for Police Sergeant/ posted August 21 thru September 4, 2012; and the following vote was recorded:

AYES: Doug Mansfield, Phil Torjusen, Susan Parol
NAYS: None

Motion carried.

Motion was made by Parol, seconded by Torjusen, to approve amendment to Eligibility List for Firefighter approved August 9, 2012; and the following vote was recorded:

AYES: Doug Mansfield, Phil Torjusen, Susan Parol
NAYS: None

Motion carried.

Motion was made by Torjusen, seconded by Parol, to approve Master Register for Firefighter/Test Date: September 5, 2012; and the following vote was recorded:

AYES: Doug Mansfield, Phil Torjusen, Susan Parol
NAYS: None

Motion carried.

Motion was made by Parol, seconded by Torjusen, to approve request to waive one (1) year probationary period for Jerry R. Killingsworth as stated in Rule 13 Section 13.2 to allow applicant to test for Police Sergeant; and the following vote was recorded:

AYES: Doug Mansfield, Phil Torjusen, Susan Parol
NAYS: None

Motion carried.

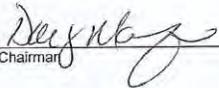
Motion was made by Torjusen, seconded by Parol, to approve request to waive two (2) year Sergeants' experience for Police Lieutenant as stated in Rule 11 Section 11.2 to allow all applicants to test for Police Lieutenant; and the following vote was recorded:

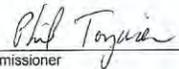
AYES: Doug Mansfield, Phil Torjusen, Susan Parol
NAYS: None

Motion carried.

There being no further business, the meeting was adjourned until October 11, 2012, at 6:00 p.m.

APPROVED:


Chairman


Commissioner

MINUTES
Gautier Civil Service Commission
October 11, 2012

The meeting was called to order by Commissioner Mansfield in the Gautier Municipal Building Council Chambers at 6:00 p.m. on September 13, 2012. Those present were Commissioners Doug Mansfield, Phil Torjusen, and Susan Parol; Samantha D. Abell, City Manager; Jason D. Pugh, HR Director; Teresa L. Montgomery, Interim City Clerk and other concerned employees.

The agenda was as follows:

AGENDA
Civil Service Commission
October 11, 2012
6:00 p.m.

1. Approve Agenda Order
Motion _____ Second _____ AYES: _____ NAYS: _____
2. Approve Minutes for CSC Meeting held September 13, 2012
Motion _____ Second _____ AYES: _____ NAYS: _____

(Please consider one motion to receive items 3 thru 14)

3. Receive Personnel Order: Termination of Employment/Patrolman
4. Receive Personnel Order: Termination of Employment/Neighborhood Improvement Coordinator
5. Receive Personnel Order: Termination of Employment/Sr. Equipment Operator
6. Receive Personnel Order: Termination of Employment/Maintenance Worker II
7. Receive Personnel Order: Probationary Appointment/Pugh, Jason D. /Human Resources Director/
effective September 14, 2012
8. Receive Personnel Order: Probationary Appointment/Allmand, Johnathan G./Patrolman/effective
September 24, 2012
9. Receive Personnel Order: Probationary Appointment/Cagle, Justin A./Patrolman/effective
September 24, 2012
10. Receive Personnel Order: Probationary Appointment/Richardson, Matthew
T./Patrolman/effective
October 8, 2012
11. Receive Personnel Order: Reclassification/Bang, Addie L. /Administrative Clerk/effective October
1, 2012
12. Receive Personnel Order: Temporary Appointment/Honea, Rachel/Administrative
Bookkeeper/effective October 1, 2012
13. Receive Schedule of Authorized Positions approved September 24, 2012
14. Receive City of Gautier Organization Chart approved September 24, 2012

ITEMS 3 THRU 14

Motion _____ Second _____ AYES: _____ NAYS: _____

15. Receive complaint and request for an investigation into the hiring procedures for Human Resources Director.
Motion _____ Second _____ AYES: _____ NAYS: _____
16. Receive request for an investigation and public hearing into the termination of Jerry P. Lowe.
Motion _____ Second _____ AYES: _____ NAYS: _____
17. Receive request for an investigation and public hearing into the termination of Anissia L. White.
Motion _____ Second _____ AYES: _____ NAYS: _____
18. Receive waiver request for Jason D. Pugh as Human Resources Director.
Motion _____ Second _____ AYES: _____ NAYS: _____
19. Other Business.
20. Adjourn meeting until November 8, 2012 at 6:00 p.m.

Motion was made by Torjusen, seconded by Parol, to approve agenda order, and the following vote was recorded:

AYES: Doug Mansfield, Phil Torjusen, Susan Parol
NAYS: None

Motion carried.

Motion was made by Torjusen, seconded by Parol, to approve the minutes of the Civil Service Meeting held September 13, 2012; and the following vote was recorded:

AYES: Doug Mansfield, Phil Torjusen, Susan Parol
NAYS: None

Motion carried.

Motion was made by Parol, seconded by Torjusen, to receive items 3 thru 14; and the following vote was recorded:

AYES: Doug Mansfield, Phil Torjusen, Susan Parol
NAYS: None

Motion carried.

Motion was made by Torjusen, seconded by Parol, to receive the complaint and request for an investigation into the hiring procedures of Human Resources Director; and the following vote was recorded:

AYES: Doug Mansfield, Phil Torjusen, Susan Parol
NAYS: None

Motion carried.

The Commission conducted a public hearing into the hiring procedures of the Human Resources Director position. Prior to the commencement of said hearing, Commissioner Mansfield addressed the open assembly stating that CSC would conduct the hearing in accordance with Civil Service regulations and would be confined to the determination of whether the hiring procedures for the Human Resources Director were or were not made in good faith or cause. The following individuals were present for testimony:

Samantha D. Abell, City Manager, City of Gautier
Teresa L. Montgomery, Interim City Clerk, City of Gautier
Veneice Barnett, HR Generalist, City of Gautier
Joseph E. Belles Jr., Code Enforcement Officer, Complainant

Motion was made by Torjusen, seconded by Parol, and the findings were recorded; the Commission finds that all CSC hiring procedures of the Human Resources Director position were followed and the complaint received for item #15 was fully investigated in accordance with CSC Rule 16, Section 16.1.

AYES: Doug Mansfield, Phil Torjusen, Susan Parol
NAYS: None

Motion carried.

Motion was made by Torjusen, seconded by Parol, to receive requests for investigations and public hearings from Jerry P. Lowe and Anissia L. White and to conduct a combined Public Hearing into their terminations to be held October 18, 2012, and the following vote was recorded:

AYES: Doug Mansfield, Phil Torjusen, Susan Parol
NAYS: None

Motion carried.

Motion was made by Torjusen, seconded by Mansfield, to receive the waiver request for Jason D. Pugh as Human Resources Director; and the following vote was recorded:

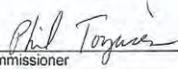
AYES: Doug Mansfield, Phil Torjusen, Susan Parol
NAYS: None

Motion carried.

There being no further business, the meeting was recessed until October 18, 2012, at 6:00 p.m.

APPROVED:


Chairman


Commissioner

MINUTES
Gautier Civil Service Commission
October 18, 2012

The meeting was called to order by Commissioner Mansfield in the Gautier Police Department/Municipal Courtroom at 6:00 p.m. on September 13, 2012. Those present were Commissioners Doug Mansfield, Phil Torjusen, and Susan Parol; Samantha D. Abell, City Manager; Robert G. Ramsay, City Attorney; Jason D. Pugh, Interim HR Director; Chief Dante Elbin and other concerned employees.

The agenda was as follows:

October 16, 2012

CALL FOR SPECIAL MEETING

WHEREAS, there exists certain matters which the Chairman of the Civil Service Commission desires to handle prior to the next regular meeting; and

NOW, THEREFORE, the Chairman of the Civil Service Commission of the City of Gautier hereby calls for a Special Meeting of the Civil Service Commission of the City of Gautier. Said meeting to be held in the Gautier Police Department/Municipal Courtroom – 3329 Hwy 90, Gautier, Mississippi, on October 18, 2012 at 6:00 p.m.

The Agenda of said Special Meeting shall be as follows:

AGENDA
Civil Service Commission
October 18, 2012
6:00 p.m.

1. Public Hearing for requests received by Jerry P. Lowe Jr. and Anissia L. White.
2. Adjourn until November 8, 2012 at 6:00 p.m.

The Commission conducted a public hearing into the termination actions of Jerry P. Lowe and Anissia L. White in accordance with CSC Rule 16, Section 16.2.1. The City of Gautier was represented by Robert G. Ramsay, City Attorney.

Mr. Ramsay subpoenaed the following witnesses for testimony:

Samantha D. Abell, City Manager, City of Gautier
Jason D. Pugh, HR Director, City of Gautier
Catherine Huyett, Meter Reader, City of Gautier
Ruby Mitchell, Meter Reader, City of Gautier

Mr. Lowe and Ms. White failed to appear before the Commission for the public hearing.

Motion was made by Mansfield, seconded by Parol, to affirm the City of Gautier's termination actions of Jerry P. Lowe and Anissia L. White in accordance with CSC Rule 16, Section 16.2.2; and the following vote was recorded:

AYES: Doug Mansfield, Phil Torjusen, Susan Parol
NAYS: None

Motion carried.

There being no further business, the meeting was adjourned until November 8, 2012, at 6:00 p.m.

APPROVED:

Doug Mansfield
Chairman

Phil Torjusen
Commissioner

MINUTES
Gautier Civil Service Commission
November 8, 2012

The meeting was called to order by Commissioner Mansfield in the Gautier Municipal Building Council Chambers at 6:00 p.m. on November 8, 2012. Those present were Commissioners Doug Mansfield and Phil Torjusen; Jason D. Pugh, HR Director and other concerned employees.

The agenda was as follows:

AGENDA
Civil Service Commission
November 8, 2012
6:00 p.m.

- 1. Approve Agenda Order
Motion _____ Second _____ AYES: _____ NAYS: _____
- 2. Approve Minutes for CSC Meetings held October 11, 2012 and October 18, 2012.
Motion _____ Second _____ AYES: _____ NAYS: _____

(Please consider one motion to receive items 3 thru 10)

- 3. Receive Personnel Order: Temporary Appointment/Cynthia L. Russell/City Clerk/effective October 22, 2012
- 4. Receive Personnel Order: Permanent Appointment/LeKeisha S. Hill/Administrative Clerk/effective August 15, 2012
- 5. Receive Personnel Order: Permanent Appointment/Paul B. Fox/Multi-Craft Maintenance Worker/effective April 11, 2012
- 6. Receive Personnel Order: Permanent Appointment/Jerry R. Killingsworth/Patrolman/effective October 10, 2012
- 7. Receive Personnel Order: Permanent Appointment/Jere Shuster/Field Supervisor/effective October 24, 2012
- 8. Receive Personnel Order: Termination of Employment/Dennis W. Reeves/Public Works Director/effective October 26, 2012
- 9. Receive Personnel Order: Termination of Employment/Rodney K. Havard/Detective-FBI Task Force/effective October 28, 2012
- 10. Receive Vacancy Announcement: City Clerk/posted October 29, 2012 thru November 12, 2012

ITEMS 3 THRU 10

- Motion _____ Second _____ AYES: _____ NAYS: _____
- 13. Receive Lateral Transfer Request for Michael L. Hines for Gautier Police Department.
Motion _____ Second _____ AYES: _____ NAYS: _____
- 14. Other Business.
- 15. Adjourn meeting until December 13, 2012 at 6:00 p.m.

Motion was made by Torjusen, seconded by Mansfield, to approve agenda order, and the following vote was recorded:

AYES: Doug Mansfield, Phil Torjusen
NAYS: None
ABSENT: Susan Parol

Motion carried.

Motion was made by Torjusen, seconded by Mansfield, to approve the minutes of the Civil Service Meeting held October 11, 2012 and October 18, 2012; and the following vote was recorded:

AYES: Doug Mansfield, Phil Torjusen
NAYS: None
ABSENT: Susan Parol

Motion carried.

Motion was made by Torjusen, seconded by Mansfield, to receive items 3 thru 10; and the following vote was recorded:

AYES: Doug Mansfield, Phil Torjusen
NAYS: None
ABSENT: Susan Parol

Motion carried.

Motion was made by Torjusen, seconded by Mansfield, to receive the Lateral Transfer Request for Michael L. Hines for Gautier Police Department; and the following vote was recorded:

AYES: Doug Mansfield, Phil Torjusen
NAYS: None
ABSENT: Susan Parol

Motion carried.

Motion was made by Torjusen, seconded by Parol, to receive requests for investigations and public hearings from Jerry P. Lowe and Anissia L. White and to conduct a combined Public Hearing into their terminations to be held October 18, 2012, and the following vote was recorded:

AYES: Doug Mansfield, Phil Torjusen, Susan Parol
NAYS: None

Motion carried.

Motion was made by Torjusen, seconded by Mansfield, to induct the following employees who have successfully completed probation into Civil Service:

Le'Keisha S. Hill	Administrative Clerk
Paul B. Fox	Multi-Craft Maintenance Worker
Jerry R. Killingsworth	Patrolman
Jere Shuster	Field Supervisor

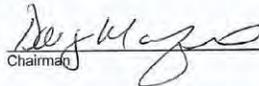
And the following vote was recorded:

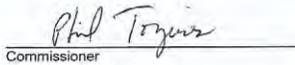
AYES: Doug Mansfield, Phil Torjusen
NAYS: None
ABSENT: Susan Parol

Motion carried.

There being no further business, the meeting was recessed until December 13, 2012, at 6:00 p.m.

APPROVED:


Chairman


Commissioner