

BE IT REMEMBERED that the Mayor and Board of Alderpersons of the City of Pass Christian, Mississippi met on the above date at the Municipal Court Bldg., 105 Hiern Avenue, Pass Christian, Mississippi, at 6:00 p.m., same being the time and place for said meeting.

PRESENT: Mayor Renaud “Jimmy” Rafferty, Alderman at Large Kenny Torgeson, Alderwoman Betty Sparkman, Alderwoman Regina Charlot, Alderman Victor Pickich, City Attorney, Alderman Kirk Kimball, City Attorney, Malcolm Jones, City Clerk, Marian Governor

There being a quorum present to transact the business of the City, the following proceedings were had and done.

- 1) A special shout out to Jason Ellis of Ready2roof who installed 2 new roofs (\$20,000) on the homes of two elderly, lower income Pass Christian residents who were ineligible for a Fortified Roof Grant due to their deed being in a late parents’ name and it would take a very long time to obtain a clear deed. Jason’s company donated the materials and the majority of labor. Also, a special shout out to the Pass Christian Rotary and individual members of the Rotary for contributing the outstanding balance. This is a perfect example of citizens of Pass Christian coming together and helping people in need.

Upon motion of Alderwoman Regina Charlot and seconded by Alderwoman Betty Sparkman the Board unanimously approved the agenda for the May 20, 2025, Regular Board of Alderperson Meeting.

ADMINISTRATIVE

Upon motion of Alderman Kenny Torgeson and seconded by Alderwoman Betty Sparkman the Board approved partnering with the University of Southern Mississippi and Mississippi State University on a study to determine Nature Based Solutions for Flood/Erosion Mitigation in Pass Christian similar to what they are doing in Gulfport and Moss Point in Mississippi and towns in other states, as requested by Mayor Rafferty. A-1.

- Alderman Torgeson Aye
- Alderwoman Sparkman Aye
- Alderwoman Charlot Aye
- Alderman Kimball Aye
- Alderman Pickich Nay

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Upon motion of Alderman Kenny Torgeson and seconded by Alderwoman Betty Sparkman the Board unanimously approved partnering with the Mississippi-Alabama Sea Grant Consortium on a study to build resilience on the Gulf Coast Blue Economies. A-2

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Upon motion of Alderman Kenny Torgeson and seconded by Alderwoman Regina Charlot the Board approved to table receiving a financial update for the first half of the 2024-2025 fiscal year, including bank balances, and expected timeline for the 2022-2023 and 2023-2024 audits, and accept the April 2025 Budget Report.

- Alderman Torgeson Aye
- Alderwoman Sparkman Nay
- Alderwoman Charlot Aye
- Alderman Kimball Aye
- Alderman Pickich Aye

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Upon motion of Alderwoman Betty Sparkman and seconded by Alderman Kenny Torgeson the Board unanimously approved payment to Peoples Bank in the amount of \$36,000 for the interest payment on the 2025 Bond Series and amend budget line item 118.800.830 accordingly (MIT Bond Interest), as requested by City Clerk, Marian Governor. A-4

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Upon motion of Alderwoman Regina Charlot and seconded by Alderman Kenny Torgeson the Board unanimously approved the quote from Weaver Electric for the installation of LED lighting at the Pickleball courts in the amount of \$9,500.00 and the Tennis Courts in the amount of \$25,800.00 to be funded through the bond proceeds. The upgrade of the Tennis court lighting to LED lighting will eliminate the electrical bill for the current lighting which costs approximately \$5,000 per year as requested by City Clerk, Marian Governor. A-5

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Upon motion of Alderwoman Betty Sparkman and seconded by Alderman Kenny Torgeson the Board unanimously approved Change Order #1 to DNA Underground LLC, for the Lift Station Rehabilitation and SCADA Improvements in the amount of \$9,250.00 which is a net increase to the contract for a final total contract amount of \$695,878.00. The proposed change is necessary or incidental to the completion of the work as originally bid, is commercially reasonable and not made to circumvent the public purchasing laws, and that any increase or decrease in cost is reasonable, as recommended by City Engineer, Bob Escher. A-6 (Cover Letter)

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Upon motion of Alderwoman Betty Sparkman and seconded by Alderwoman Regina Charlot the Board unanimously approved Change Order #1 to LJ Construction Inc., for the North Street Gravity

Sewer – Phases II & III in the amount of -\$46,919.89 which is a net decrease to the contract for a final total contract amount of \$4,132,750.49. The proposed change is necessary or incidental to the completion of the work as originally bid, is commercially reasonable and not made to circumvent the public purchasing Laws, and that any increase or decrease in cost is reasonable, as recommended by Project Engineer, Andrew Levens. A-7

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Upon motion of Alderwoman Betty Sparkman and seconded by Alderman Victor Pickich the Board unanimously approved discussing Work Order #3 in the amount of \$41,653.00 to DNA Underground LLC for the work to be done on the North Street Drainage Replacement near 762 W. North Street, as requested by Alderman Pickich. A-8

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Upon motion of Alderman Victor Pickich and seconded by Alderwoman Betty Sparkman the Board unanimously approved revised Work Order #3 in the amount of \$20,255.00 (MIT fund) to DNA Underground LLC for the work to be done immediately on the North Street Drainage Replacement near 762 W. North Street.

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Upon motion of Alderman Kenny Torgeson and seconded by Alderwoman Betty Sparkman the Board unanimously approved Pay Application #3 in the amount of \$327,157.59 to LJ Construction, Inc. for the North Street Gravity Sewer Improvement Phases II & III, recommended by the Project Engineer, Overstreet & Associates These funds are reimbursed with the GOMESA Grant (152-701-911) as confirmed by the City Clerk. A-9

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Upon motion of Alderwoman Regina Charlot and seconded by Alderwoman Betty Sparkman the Board unanimously approved Pay Application #12 in the amount of \$41,823.22 to Bottom 2 Top Construction, LLC. for the North Street Gravity Sewer Improvement Phases I, recommended by the Project Engineer, Overstreet & Associates These funds are reimbursed with the GOMESA Grant (152-701-911) as confirmed by the City Clerk. A-10

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Upon motion of Alderwoman Betty Sparkman and seconded by Alderwoman Regina Charlot the Board unanimously approved adopting Resolution authorizing the execution of a temporary construction easement in favor of Harrison County, MS for the erection of an elevated water tank on

City property South of the Police/EOC building and power line easement and West of Espy Avenue and a perpetual easement in favor of the Harrison County Utility Authority (HCUA). The project will be fully funded by a grant in favor of Harrison County, MS and upon completion of construction the elevated water tank will be owned, operated and maintained solely by the HCUA. The City's arrangement with Harrison County and HCUA requires the elevated water tank to be also connected to the City's water system with potable water available from the HCUA's public water supply system and the elevated tank in case of disasters, emergencies, or other causes, as requested by Malcolm Jones, City Attorney. A-11

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Alderman Kirk Kimball recused himself.

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Upon motion of Alderwoman Betty Sparkman and seconded by Alderman Kenny Torgeson the Board unanimously approved discussing request of Kimball's Seafood, Jerry Forte Seafood, and Stella Maris (d/b/a Gautier's at the Harbor), for rent abatement under leases or otherwise for wholesale seafood dealers in the East Smallcraft Harbor for the 2024-2025 lease term. A-12

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Upon motion of Alderman Kenny Torgeson and seconded by Alderwoman Betty Sparkman the Board unanimously approved **to table** request of Kimball's Seafood, Jerry Forte Seafood, and Stella Maris (d/b/a Gautier's at the Harbor), for rent abatement under leases or otherwise for wholesale seafood dealers in the East Smallcraft Harbor for the 2024-2025 lease term.

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Alderman Kirk Kimball returned to meeting for H-1

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Upon motion of Alderman Victor Pickich and seconded by Alderwoman Betty Sparkman the Board unanimously approved moving agenda item H-1 to follow agenda item A-12.

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Upon motion of Alderman Kenny and seconded by Alderwoman Betty Sparkman the Board unanimously approved discussing the areas of the City SmallCraft Harbor where commercial unloading of seafood is or should be prohibited, as requested by City Attorney, Malcolm Jones. H-1

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Upon motion of Alderman Kenny Torgeson and seconded by Alderwoman Regina Charlot the Board unanimously approved directing City attorney to draft amended Ordinance concerning fuel loading at the harbor.

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Upon motion of Alderwoman Regina Charlot and seconded by Alderman Kenny Torgeson the Board unanimously approved adopting Resolution declaring a state of emergency and ratifying approval of a change order with DNA Underground, LLC in the sum of \$9,250 to effect electrical connection repairs as Code upgrades at the Francis Avenue Sewer Lift Station (ARPA project), recommended by the City Engineer. A-13

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Upon motion of Alderman Kenny Torgeson and seconded by Alderwoman Regina Charlot the Board unanimously approved the listed projects for submittal of Tidelands Applications due June 30, 2025, and authorize the Mayor to execute the completed applications: (No exhibit)

- Finger Piers in the East harbor
- Wood Fillers in the East Harbor
- Electrical upgrades to Pier C-2
- Replace decking on Pier P-2

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EVENTS

Upon motion of Alderwoman Regina Charlot and seconded by Alderman Kenny Torgeson the Board unanimously approved request from the Pass Christian Volunteer Fire Department to conduct its annual Kids' fishing tournament in the Pass Christian Harbor on May 24, 2025, with a rain-out day on May 25, 2025, this bringing favorable notice to the resources and opportunities of the City, as requested by Fire Chief Woodman. E-1

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Upon motion of Alderwoman Regina Charlot and seconded by Alderwoman Betty Sparkman the Board unanimously approved a \$305 Team & Hole Sponsorship to the Knights of Peter Claver & Ladies Auxiliary Golf Tournament, being held on May 31, 2025, to benefit the Sickle Cell Anemia Foundation of Mississippi. This bringing favorable notice to the resources and opportunities of the City. The funds will be taken out of the Community Promotions Budget and funds have been confirmed by the City Clerk, as requested by Joe Piernas, Representative. E-2

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Upon motion of Alderwoman Regina Charlot and seconded by Alderwoman Betty Sparkman the Board unanimously approved an Equality Level sponsor of the 3rd annual Juneteenth in The Pass Committee 2025 on June 14, 2025, in the amount of \$250 to be paid out of the Community Promotions Budget. Funds are available as confirmed by the City Clerk, this bringing favorable notice to the resources and opportunities to the City, as requested by Kimberly Joseph, Chairperson. E-3

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Upon motion of Alderwoman Betty Sparkman and seconded by Alderman Victor Pickich the Board unanimously approved request from Bob Cutting to close Spence Drive for a social event on Saturday, 24 May 2025 from 5:30 p.m. till 10 p.m. to all vehicular traffic, except for local homeowners. And for 3 barricades and 3 cones to be delivered near each end of Spence (Second St and Shadowlawn) on Friday, May 23 during regular business hours and picked up on Monday, May 26 during regular business hours, provided event has adequate off duty officers and to meet with Fire Chief, as requested by Alderwoman Betty Sparkman. (No exhibit)

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Upon motion of Alderman Kirk Kimball and seconded by Alderman Kenny Torgeson the Board unanimously approved request to hold 2ND annual Men’s Basketball Tournament (17+) on July 12, 2025, 8:00 a.m.to 8:00 p.m. at Church Street Park. Grand Prize of \$1,000.00, this bringing favorable notice to the resources and opportunities of the City, as requested by Prescott Williams and Bret Bentz, Recreation Director. E-5

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Upon motion of Alderwoman Regina Charlot and seconded by Alderman Kirk Kimball the Board unanimously approved waiving liability insurance for Prescott Williams for Men’s Basketball Tournament to be held at Church Street Park on July 12, 2025. (This is classified as a Low Hazard Event and was waived last year).

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Upon motion of Alderman Kirk Kimball and seconded by Alderwoman Regina Charlot the Board unanimously approved 7th Annual Back To School Give Away on Saturday, July 19, 2025, from 3:00pm-5:00 p.m. at the Pass Christian Recreation Field Parking Lot, 207 Fleitis Avenue. Free Bookbags, Paper, Folders and More, this bringing favorable notice to the resources and opportunities of the City, as requested by Prescott Williams, Impact Our Youth and Bret Bentz, Recreation

Director. (No exhibit)

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Upon motion of Alderman Kirk Kimball and seconded by Alderwoman Regina Charlot the Board unanimously approved request from The Community Services Department of the Maranatha Seventh-day Adventist Church in Gulfport, MS to use the premises/facilities of the Pass Christian War Memorial Park on July 20, 2025, for a Back-To-School/Fun Day in the Park event at 10:00 a.m. This is our first (and hopefully annual) event. What to expect - Free Backpacks, Free Games, Free popcorn, Free Mental Health and Wellness promotion by professionals, this bringing favorable notice to the resources and opportunities of the City, as requested by Toni Toles, Community Services Director. E-8

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Upon motion of Alderwoman Betty Sparkman and seconded by Alderwoman Regina Charlot the Board unanimously **denied** Fall Fest Arts & Craft Show, October 5, 2025, from 8:00 a.m. to 4:00 p.m. at War Memorial Park. Event host vendors and their products, this bringing favorable notice to the resources and opportunities of the City, as requested by Dona Villani, Cisco' Vendor Shows, LLC. E-9

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Upon motion of Alderwoman Regina Charlot and seconded by Alderman Kirk Kimball the Board unanimously approved Burnell Dedeaux's request for 2nd annual Car Show on November 1, 2025, at the Pass Christian harbor green space from 9:00 a.m. to 4:00 p.m. The event is designed to bring family, friends and community together. All proceeds from the event will be directed to Our Mother of Mercy Catholic Church, this bringing favorable notice to the resources and opportunities to the city of Pass Christian. The following items are requested by Burnell Dedeaux, Coordinator. E-10

- Trash Cans
- Barricades/Cones (Hwy 90 & Green space)
- Use of City trash receptacles (cans and recycle bins)
- Use of City Stage
- Use of City generators
- Use of portable panel box
- Other needs as deemed necessary by the Mayor
- No overtime is authorized

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Upon motion of Alderman Victor Pickich and seconded by Alderwoman Regina Charlot the Board took **no action** on Easter Eggstravaganza Arts & Craft Show, April 4, 2026, from 8:00 a.m. to 4:00 p.m. at War Memorial Park. Event host vendors and their products, this bringing favorable notice to the resources and opportunities of the City, as requested by Dona Villani, Cisco' Vendor Shows, LLC.

E-11

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COMMUNITY DEVELOPMENT

Upon motion of Alderman Victor Pickich and seconded by Alderwoman Regina Charlot the Board approved appointing Billy Dauphin as the Director of the Community Development Department including Code Official/Code Enforcement Officer/Local Floodplain Manager at a starting salary of \$53,000 per year effective May 23, 2025, with his annual salary to be automatically increased to \$55,000 once he successfully takes the test and receives his certification as a Certified Floodplain Manager. CD-1

- Alderman Torgeson Aye
- Alderwoman Sparkman Aye
- Alderwoman Charlot Nay
 (Reason for Nay – City moving in the wrong direction with this hire)
- Alderman Kimball Aye
- Alderman Pickich Aye

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Upon motion of Alderwoman Regina Charlot and seconded by Alderman Kenny Torgeson the Board unanimously approved ending temporary employment of Peggy L. Johnson as Director of Community Development Department on a part-time basis effective May 22, 2025, with the hiring of Billy Dauphin appointment as Director, as requested by Mayor Rafferty. (No exhibit)

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Upon motion of Alderman Kenny Torgeson and seconded by Alderwoman Betty Sparkman the Board unanimously approved request of Stu Williamson, engineer/agent acting on behalf of the developer of the Beach Bungalows, LLC, for a letter of support from the City where the developer is seeking reimbursement of an \$8,000 application fee that was unnecessarily paid by the developer that sought and obtained a Letter of Map Amendment Revised (LOMR) to remove the southern portion of the project site from the Velocity Flood Zone. CD-3

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Upon motion of Alderwoman Betty Sparkman and seconded by Alderman Kenny Torgeson the Board unanimously approved request by Mid-South Companies (Steve Bryan) for a Will Serve letter for potable water for a residential development (consisting of approx. 35 individual lots and additional condos to be built in later phases) to be constructed outside of the City Limits at Henderson Point. The project area is mostly situated West of Third Avenue and South of the Railroad

tracks and the request would be conditioned upon approval of the HCUA and the developer extending the City’s water main and providing the connection to the City’s public water supply at their own expense with all construction plans to be prepared by the Developer and approved by the City Engineer and WPSCO. Further, all construction of the water main extension and connection would be inspected and approved for use upon completion by WPSCO. [This area is mostly where the former site of the Baptist Assembly complex was located that was demolished after Hurricane Katrina. There is no other certificated public water system in this area. The City Engineer and WPSCO have been consulted and have advised that the City has an existing water main in front of the Village Condos near the intersection of Lovers Lane and Third Avenue and the capacity to serve this project. The City is already providing water service to the Village Condos and other small subdivisions in the same area. It will be up to the Developer to provide all facilities for fire protection for their project and the HCUA will provide sewer collection services for the development.] CD-4

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FIRE DEPARTMENT

Upon motion of Alderwoman Regina Charlot and seconded by Alderwoman Betty Sparkman the Board unanimously approved adopting ordinance 709 regulating open burning within the City of Pass Christian and have posted on City website and in the paper, as recommended by the Fire Chief Woodman. F-1

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Upon motion of Alderwoman Regina Charlot and seconded by Alderman Kenny Torgeson the Board unanimously approved accepting the resignation of Probationary Firefighter Hunter Gottschalk, effective May16, 2025 and pay him any comp-time and vacation time pay per City Policy that he may have accrued, as requested by the Fire Chief Woodman. F-2

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Upon motion of Alderwoman Betty Sparkman and seconded by Alderwoman Regina Charlot the Board unanimously approved Change Order #1, in the amount of \$11,795 for the Fire Station #1 renovation which is a net increase to the contract for a final total contract amount of \$406,545. Additional charges are being incurred due to the large number of unforeseen utilities that have been run through the ceiling of the first floor over the years. They were not discoverable until the demolition of exciting walls and ceilings. The proposed changes are necessary or incidental to the completion of the work as originally bid, is commercially reasonable and not made to circumvent the

public purchasing Laws, and that any increase or decrease in cost is reasonable. F-3

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HARBOR DEPARTMENT

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Harbor item moved to be discussed with Administrative A-12

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POLICE DEPARTMENT

Upon motion of Alderwoman Regina Charlot and seconded by Alderwoman Betty Sparkman the Board unanimously approved accepting resignation from Officer Quincy Armstrong effective May 30, 2025, and pay him for any comp-time and vacation pay per City policy that he may have accrued while employed, as requested by the Police Chief Freeman. PD-1

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Upon motion of Alderwoman Regina Charlot and seconded by Alderman Victor Pickich the Board unanimously approved ratifying adoption of MOU between Pass Christian Police Department and US Immigration and Customs Enforcement Homeland Security Investigations as part of previous approved agreement between PCPD and Harrison County Sheriff’s Office Narcotics Task Force (BOA 04/02/2025). This MOU will also assist with possible future funding for overtime as it becomes available, as requested by the Police Chief Freeman. PD-2

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CONSENT AGENDA

Upon motion of Alderwoman Betty Sparkman and seconded by Alderman Kenny Torgeson the Board unanimously approved the items 1 thru 11 below

- 1. Approved - Administration; reimbursing Mayor Jimmy Rafferty the cost (\$45) of attending the Post-Legislative Conference. CA-1
- 2. Approved - Administration: invoice 2025-503 in the amount of \$794.26 to the Humane Society and amend budget to increase line item 001-105-646 by \$3,971.30 to cover expenses for the Humane Society contract through September, 2025, as requested by City Clerk, Marian Governor.
- 3. Approved Fire: reimbursing Fire Chief Woodman for the purchase of parts used to repair the department truck on Sunday, May 4, 2025, in the amount of \$90.37 (001-220-560). The repairs were

- necessary to keep the vehicle operational and were completed outside normal business hours to minimize downtime, as requested by Fire Chief Woodman. CA-3
4. Approved Fire: ratifying Fire Chief Woodman’s attendance at the Partners in Preparedness Conference held in Biloxi MS, May 21-23, 2025, reimbursement of registration fees \$250, (001-220-610) and use of a City vehicle, as requested by Fire Chief Woodman. CA-4
5. Approved: Fire: request to move \$5,000 in State Rebate funds from 116-220-919 Machinery and Equipment to 116-220-610 Training and Travel. Funds are available, as requested by Fire Chief Dia’mond Woodman. (No exhibit)
6. Approved: Harbor: the installation of a covered boat-lift in slip C-501 for Cliffe Laborde, at the tenant's expense. All construction will comply with harbor modifications guidelines and will be installed by Innovative Builders who will obtain DMR permits before installation., as requested by James Butcher, Harbor Master. CA-6
7. Approved: Harbor: installation of a top mount boat-lift in slip C-529 for Tim Horkey, at the tenant's expense. All construction will comply with harbor modifications guidelines and will be installed by A Step Above who will obtain DMR permits before installation, as requested by James Butcher, Harbor Master. CA-7
8. Approved: Police: declaring the following item listed below as surplus and disposal. The item is broken, and not repairable and will be scrapped. Remove from City inventory as requested by Police Chief Freeman. (No Exhibit)
- 32” TV Asset #01358
9. Approved: Public Works: amending budget line item 001-301-505 General Supplies & Expenses in the amount of \$3,154.24 for the funds received from Southern Recycling for surplus scrap, as requested by Kirk Ladner, Beautification Director. (No exhibit)
10. Approved: Administration - confirming on the minutes that the City of Pass Christian follows all State and Federal laws and regulations pertaining to public purchasing as it pertains to all ARPA/MCWI as recommended by the City Attorney, Malcolm Jones. CA-10
11. Approved: Administration - the minutes of May 6, 2025, Regular Mayor and Board of Alderpersons meeting, with changes, as requested by Deputy City Clerk, Dawn Sanders. CA-11

CLAIMS DOCKET

Upon motion of Alderwoman Betty Sparkman and seconded by Alderman Kenny Torgeson the Board unanimously approved the Claims Docket in the amount of \$306,522.20. CD-1

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Upon motion of Alderman Victor Pickich and seconded by Alderwoman Betty Sparkman the Board unanimously approved to amend the agenda and accept an addendum.

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Upon motion of Alderwoman Betty Sparkman and seconded by Alderwoman Regina Charlot the Board unanimously approved ratifying accepting the resignation of Probationary Firefighter Logan Dennis, effective April 8, 2025, and pay him any comp-time and vacation time pay per City Policy that he may have accrued, as requested by the Fire Chief Woodman. AD-1

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Upon motion of Alderman Kenny Torgeson and seconded by Alderwoman Regina Charlot the Board unanimously approved going into Executive Session to discuss personnel issues in the Harbor Department.

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Upon motion of Alderwoman Regina Charlot and seconded by Alderman Victor Pickich the Board unanimously approved to come out of Executive Session.

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Upon motion of Alderman Kenny Torgeson and seconded by Alderman Victor Pickich the Board unanimously approved a consensus to terminate Jennifer Lizana as Utility Billing Supervisor and Harbor Clerk for misconduct effective immediately.

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Upon motion of Alderman Kenny Torgeson and seconded by Alderwoman Regina Charlot the Board unanimously approved to advertise for Utility Billing Supervisor and Harbor Clerk.

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Upon motion of Alderman Victor Pickich and seconded by Alderwoman Regina Charlot the Board unanimously approved authorizing the hire of a temporary Harbor Clerk until the new budget and to amend the budget accordingly.

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Upon motion of Alderman Kenny Torgeson and seconded by Alderwoman Betty Sparkman the Board unanimously approved going into Closed Session to determine if there is a need to go into Executive Session to discuss prospective litigation.

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Upon motion of Alderwoman Betty Sparkman and seconded by Alderwoman Regina Charlot the Board unanimously approved coming out of Closed Session.

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Upon motion of Alderwoman Betty Sparkman and seconded by Alderwoman Regina Charlot the Board unanimously approved going into Executive Session to discuss prospective litigation.

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Upon motion of Alderman Victor Pickich and seconded by Alderwoman Regina Charlot the Board unanimously approved coming out of Executive Session.

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Upon motion of Alderwoman Betty Sparkman and seconded by Alderwoman Regina Charlot the Board unanimously approved to follow the recommendation of the City Clerk and to pay the penalty for filings of W-2's and 1099 for tax year 2022 in the accessed amount of \$48,680 and to authorize City Attorney to meet with the tax attorney to discuss seeking refund.

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Upon motion of Alderwoman Betty Sparkman and seconded by Alderwoman Regina Charlot the Board unanimously approved to adjourn at 8:46 p.m.

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Mayor

06-04-2025
Date

City Clerk

06-04-2025
Date