

MINUTES OF REGULAR MEETING OF THE MAYOR AND  
BOARD OF ALDERMEN OF THE TOWN OF WALNUT GROVE,  
MISSISSIPPI, HELD ON JUNE 5, 1984

BE IT REMEMBERED and it is hereby certified to that the Mayor and Board of Aldermen of the Town of Walnut Grove, Mississippi, met in regular session on Tuesday, June 5, 1984 at the City Hall, this being the time and place for said meeting. The meeting was called to order by the Mayor, Grady Sims. There were present:

|                  |                |
|------------------|----------------|
| Grady Sims       | Mayor          |
| J. W. Madden     | Alderman       |
| W. C. Spence     | Alderman       |
| E. G. Brackin    | Alderman       |
| R. M. Allen      | Alderman       |
| Dewitt Brantley  | Alderman-Elect |
| Vernon R. Cotten | Attorney       |
| Charlene Foster  | Town Clerk     |

The following business was transacted to-wit:

Alderman-Elect Dewitt Brantley was sworn in by the Mayor to serve the remainder of this term.

Bids were then opened and read on the tractor w/ bushog as per advertisement and were as follows:

|                         |                 |             |
|-------------------------|-----------------|-------------|
| Windham Tractor Company | Total bid price | \$ 5,320.00 |
| for Kubota Tractor      | Alternate bid   | 5,154.00    |

|                             |                 |             |
|-----------------------------|-----------------|-------------|
| Malone Tractor Co.          | total bid price | \$ 6,040.00 |
| for Massey-Ferguson Tractor |                 |             |

After discussion of these bids, a motion was made by Alderman Spence, seconded by Alderman Brackin, and carried by unanimous approval, that the bids be taken under advisement until further study of the equipment and bids can be made.

Bids were then opened and considered on the 5 Ton AirConditioning Unit as advertised to be installed in the Fire House that is now being used by Walnut Grove Apparel for a sewing factory. The bids were as follows:

|                  |           |             |
|------------------|-----------|-------------|
| Allen Williamson | bid price | \$ 3,300.00 |
|------------------|-----------|-------------|

|                           |           |          |
|---------------------------|-----------|----------|
| Southern Air Conditioning | bid price | 2,650.00 |
|---------------------------|-----------|----------|

On motion by Alderman Brackin, seconded by Alderman Madden, the Board unanimously approved the bid of Southern Air Conditioning. The Mayor reported that Walnut Grove Apparel was willing to pay one-half of the cost of the unit, therefore payment of \$1,325.00 to Southern Air Conditioning was approved, payable from Gas System Funds.

Bids were then opened and read on the repairs to the old Town Hall building as per advertisement and were as follows:

|                                |                         |             |
|--------------------------------|-------------------------|-------------|
| Bud Dennis, Lake Miss. bid # 1 | roof only               | \$3,690.00  |
|                                | Bid # 2 Roof only       | 4,290.00    |
| J & S Waterproofing            | No. 1 roof, drain       | \$7,880.00  |
|                                | No. 2 Windows, brick    | 19,999.78   |
|                                | No. 3 Brick, main walls | 11,740.50   |
|                                | "Lock & Key Job"        | \$39,620.28 |

After discussion of these bids, upon motion by Alderman Brackin, seconded by Alderman Brantley, and affirmative vote of all aldermen, the Board voted to take these bids under advisement until further study can be made.

On motion by Alderman W. C. Spence, seconded by Alderman Madden and affirmative vote of all aldermen, the following "DAMAGE PREVENTION PROGRAM FOR THE NATURAL GAS SYSTEM" was adopted:

DAMAGE PREVENTION PROGRAM  
NATURAL GAS PIPELINES

1. In compliance with section 192.614, Pipeline Safety Regulations, U.S. Department of Transportation, this program is implemented by the Town of Walnut Grove Utility Department for the purpose of providing adequate safety procedures in the event of excavation activities in the vicinity of natural gas pipelines.

2. For the purpose of this program, "excavation activities" shall include excavation, blasting, boring, tunneling, back-filling, removal of above ground structures and/or any other earth moving operations.

3. PROCEDURES:

a. Any individual, firm or public service body intending or planning any excavation operation shall contact the cashiers of the Walnut Grove Utility Department, Walnut Grove, Mississippi, telephone (601) 253-2321 during normal work hours, (8:00 A.M. - 5:00 P.M. Monday through Friday excluding holidays) and shall provide the following information:

(1) Name of individual, firm or public service body to be engaged in excavation activities.

(2) Location of proposed excavation activities.

(3) Name, address and telephone number of individual to be contacted concerning proposed excavation and location of existing natural gas mains.

b. The individual of the Walnut Grove Utility Department receiving the above information shall prepare a trouble report indicating the information received. Said trouble report shall be routed to the appropriate Gas Department personnel.

c. The Gas Department personnel receiving the trouble report shall contact the individual indicated on the trouble report and arrange for a joint survey of the site of the proposed excavation activities. The appropriate Gas Department personnel shall coordinate with other City Utilities to determine if other facilities may be endangered by the proposed excavation activities. The extent of excavation activities and the methods of excavation activities to be employed shall be determined.

(1) The joint survey shall include a leak detection survey of natural gas mains within the area of proposed excavation activities. In the event leaks are discovered, said

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leaks shall be repaired by the Walnut Grove Gas Department prior to commencement of excavation activities.

d. Personnel of the Walnut Grove Gas Department shall determine the location of buried natural gas lines within the area of proposed excavation activities and shall mark such locations as follows:

(1) Buried natural gas main locations in unpaved areas within the area of proposed excavation activities shall be marked with red marking flags with blue wording "Buried Gas Line" imprinted thereon. Marking flags shall be spaced at approximately five (5) foot intervals and shall extend throughout the entire area of proposed excavation activities.

(2) Buried natural gas main locations in paved areas within the area of proposed excavation activities shall be marked by painting orange dots approximately four (4) inches diameter on the surface of the pavement. Orange dots shall be spaced approximately five (5) feet apart with the letter "G" spaced at approximately five (5) foot intervals.

e. In the event the proposed excavation activities include blasting, the appropriate Gas Department personnel conducting the joint survey as required by paragraph 3c above shall compile necessary information and refer the matter to the Manager of Utilities. The Manager of Utilities shall coordinate the establishment of procedures and methods of excavation and safety standards to be employed.

f. In the event the proposed excavation activities include boring or tunneling operations, the natural gas mains involved shall be uncovered and elevation of mains determined. Necessary action shall be taken to require proposed boring and/or tunneling operations to be at such elevation to prevent damage to existing natural gas mains. Also, specific procedures and methods shall be established to prevent damage to existing natural gas mains.

g. Prior to commencement of excavation activities a conference shall be conducted by appropriate Gas Department personnel with the individual in charge of excavation activities to assure that all concerned are thoroughly familiar with all aspects of the operation including the responsibilities of each party concerned. Such conference shall include but not be limited to the following:

(1) Location of existing natural gas mains and method of temporary marking provided.

(2) Equipment to be used, procedures and methods to be employed.

(3) Safety features to be employed.

(4) Restrictions and/or limitations.

(5) Date and time excavation activities will commence.

(6) That excavation activities within twenty (20) feet of a natural gas main location shall be prohibited unless an employee of the Walnut Grove Gas Department is present to inspect such activities.

4. INSPECTION:

a. A qualified employee of the Walnut Grove Gas Department shall be designated to inspect each excavation activity.

b. The individual designated as inspector shall be fully informed of all aspects of the proposed excavation activity.

c. The inspector shall be informed of the location of valves to be operated in case of a line break or other emergency. The inspector shall inspect each valve and assure himself that such valves are operable.

d. The inspector shall be present at the job site at all times when excavation activities are in progress within twenty (20) feet of the natural gas main location.

e. The inspector shall be assigned a service truck with the following facilities, supplies and tools:

(1) Radio for communication with other Gas Department personnel, city dispatchers and the Walnut Grove's Utility Department.

(2) Not less than one (1) valve wrench.

(3) Approximately twenty (20) feet of gas pipe of the type and size existing at the excavation activity site.

(4) Tools for cutting pipe.

(5) Necessary fittings, appliances and tools to repair line break at site of excavation activity.

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f. The inspector shall have authority to direct the discontinuance of excavation activities if, in his opinion, such activities are hazardous to existing natural gas mains.

g. The inspector shall maintain a daily inspection report indication date, a brief description of excavation activities performed and any difficulties encountered.

h. Upon completion of excavation activities the Walnut Grove Gas Department shall conduct a leak detection survey of all natural gas mains within the area of excavation activities.

In the event leaks are discovered, said leaks shall be repaired immediately.

5. RECORDS:

a. The operating Superintendent, Water and Gas Departments shall be responsible for completion of the trouble report mentioned in paragraph 3b and 3c to indicate the date of commencement and date of completion of excavation activities.

b. The Operating Superintendent, Water and Gas Departments shall review the daily inspection reports and attach same to the trouble report.

c. The completed trouble report with attached daily inspection reports shall be maintained in the files of the Superintendent, Water and Gas Departments for future reference.

6. NOTIFICATION OF PUBLIC:

a. At least once every three months the Manager of Utilities shall cause a notice to be published in the local newspapers informing the public of the following:

(1) The existence of this program to prevent damage to natural gas lines by excavation activities.

(2) How to obtain marking of the location of existing natural gas line locations including natural gas service lines to individual customer meter.

(3) Advising the public that performing excavation activities including preparation of flower beds, planting shrubbery, etc., without prior knowledge of natural gas line locations may be a hazard to property and life.

b. Attached hereto as Appendix "A" is a current listing of names and addresses of individuals, firms and public service bodies who normally perform excavation activities within the area of the Town of Walnut Grove natural gas distribution system.

(1) Each individual, firm and public service body indicated in Appendix "A" shall be provided one or more copies of this program.

(2) Each individual, firm and public service body indicated in Appendix "A" shall be forwarded a letter at least once every three months reminding them of the existence of this program and the necessity of obtaining the location of natural gas mains within the area of any proposed excavation activity.

(3) The Manager of Utilities shall cause the contents of Appendix "A" to be reviewed and updated at least once every three months.

7. TOWN OF WALNUT GROVE CONTRACT DOCUMENTS:

a. All contract documents by and between the Town of Walnut Grove and individuals and/or firms for any work requiring excavation activities on the part of the contractor shall provisions of this Damage Prevention Program.

The following bills were presented and ordered paid from Gas System Funds:

|                            |                    |           |
|----------------------------|--------------------|-----------|
| Charlene Foster            | Salary             | 740.00    |
| Welder's Supply            | rent on cylinder   | 6.50      |
| Miss. Power                | service            | 76.07     |
| South Central Bell         | telephone bills    | 131.56    |
| Office Supply              | Office supplies    | 53.04     |
| Southeastern Printing      | office supplies    | 50.69     |
| Leake County Chamber of C. | dues               | 90.00     |
| State Tax Commission       | fees for PSC       | 266.12    |
| Discount Saws, Inc.        | repairs            | 13.30     |
| Central Battery            | battery truck      | 37.05     |
| Holiman Equipment Co.      | repairs to sprayer | 95.66     |
| JBESCO                     | chemicals          | 475.00    |
| Rogers Furniture           | maintenance        | 21.38     |
| NGO Chemicals              | gas odorant        | 283.50    |
| Wooten Oil Co.             | gasoline           | 495.00    |
| Sones Garage               | gasoline           | 5.00      |
| State Tax Commission       | sales tax          | 332.44    |
| Public Employees Ret.      | admin. fee         | 5.11      |
| Public Employees Ret.      | soc. sec. May      | 511.26    |
| Bank of Walnut Grove       | tax withheld May   | 288.80    |
| Jerry Arnold, P.M.         | p. o. box rent     | 7.00      |
| United Gas Pipeline Co.    | gas purchased      | 14,178.13 |

The following bills were presented and ordered paid from Waterworks & Sewerage Operation & Maintenance Funds:

|                        |                 |        |
|------------------------|-----------------|--------|
| Charlene Foster        | salary          | 60.00  |
| Miss. Power Co.        | service         | 332.78 |
| South Central bell     | telephone ser.  | 17.60  |
| Central Pipe & Supply  | maint. supplies | 96.08  |
| Public Employees' Ret. | soc. sec. May   | 25.34  |

The following bill was presented and ordered paid from Fire Protection Fd.

|                    |            |       |
|--------------------|------------|-------|
| PaPaw's Fish House | fire drill | 32.92 |
|--------------------|------------|-------|

The following bills were presented and ordered paid from Street Funds:

|                      |                       |        |
|----------------------|-----------------------|--------|
| Miss. Power Co.      | street lights         | 402.80 |
| Freddy Rogers Const. | materials for repairs | 110.44 |

The following bills were presented and ordered paid from General Funds:

|                       |                     |        |
|-----------------------|---------------------|--------|
| Miss. Power Co.       | service             | 50.37  |
| Mrs. R. D. Staton     | election worker     | 60.00  |
| Willie M. Sims        | election worker     | 60.00  |
| Thelma Davis          | election worker     | 60.00  |
| Sheria Williams       | election worker     | 30.00  |
| Fannnie G. Richmond   | election worker     | 30.00  |
| South Central Bell    | telephone-library   | 49.41  |
| The Carthaginian      | publication         | 97.96  |
| Carthage Auto Parts   | repairs patrol car  | 36.85  |
| Motor Parts & Gear    | repairs- car        | 76.35  |
| Wall-Mart Stores      | purchase lawn mower | 149.84 |
| Public Employees Ret. | admin fee           | 2.96   |
| Public Employees Ret. | soc. sec.           | 270.58 |
| Bank of Walnut Grove  | tax withheld-May    | 95.80  |



## Officers Salaries:

|                  |                    |        |
|------------------|--------------------|--------|
| Grady Sims       | Mayor & truck exp. | 475.00 |
| Charlene Foster  | clerk              | 100.00 |
| J. W. Madden     | alderman           | 100.00 |
| W. C. Spence     | alderman           | 100.00 |
| E. G. Brackin    | alderman           | 100.00 |
| R. M. Allen      | alderman           | 100.00 |
| Vernon R. Cotten | legal fee          | 100.00 |

The following salaries were also paid:

|                 |                         |          |
|-----------------|-------------------------|----------|
| Dodson Chamblee | gas & water maintenance | 1,100.00 |
| Jerry Milsaps   | gas & water maintenance | 750.00   |
| Herbert Trest   | marshal                 | 375.00   |
| Thomas K. Moore | marshal                 | 950.00   |
| Jason Watkins   | janitorial              | 650.00   |
| Cindy Jones     | office clerk            | 315.00   |

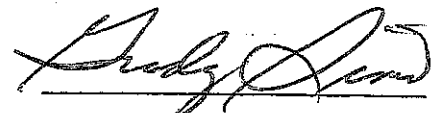
Balance on hand, May 31, 1984:

|                                     |           |
|-------------------------------------|-----------|
| General Town Fund                   | 8,061.61  |
| Street Tax Fund                     | 607.79    |
| Fire Protection Fund                | 1,591.34  |
| Gas System REvenue Fund             | 85,414.48 |
| Gas System Meter Deposits           | 2,540.00  |
| Gas System Operation                | 15,905.15 |
| Water & Sewerage REvenue            | 987.08    |
| Water & Sewerage Operation & Maint. | 1,025.27  |
| Water & Sewerage Bond & Interest    | 6,938.25  |
| Water & Sewerage Contingent         | 1,200.00  |
| Water & Sewerage Depreciation       | 100.00    |
| Water Meter Deposits                | 1,025.73  |
| Combined W/S Bond & Interest        | 90.48     |
| Combined W/S Contingent             | 90.00     |
| Combined W/S Depreciation           | 90.00     |


On motion duly made and seconded, the meeting was recessed until 10:00 A.M. Friday, June 15, 1984, at which time the Board will meet to accept or reject the bids on the tractor w/bushhog and to transact any and all business pertaining to the affairs of said Town.

SO ORDERED IN A REGULAR MEETING, this the 5th day of June, 1984.

Minutes read and approved

  
Mayor

Attest:

  
Clerk

MINUTES OF RECESSED MEETING OF THE MAYOR AND  
BOARD OF ALDERMEN OF THE TOWN OF WALNUT GROVE,  
MISSISSIPPI, HELD ON JUNE 15, 1984

BE IT REMEMBERED and it is hereby certified to that the Mayor and Board of Aldermen of the Town of Walnut Grove, Mississippi met in recessed session pursuant to its regular June 1984 meeting, on this the 15th day of June, 1984 at 10:00 A.M. at the City Hall, this being the time and place set for said recessed meeting. The meeting was called to order by the Mayor, Grady Sims. There were present:

|                 |            |
|-----------------|------------|
| Grady Sims      | Mayor      |
| J. W. Madden    | Alderman   |
| W. C. Spence    | Alderman   |
| R. M. Allen     | Alderman   |
| E. G. Brackin   | Alderman   |
| Dewitt Brantley | Alderman   |
| Charlene Foster | Town Clerk |

The following business was transacted to-wit:

The Mayor brought to the attention of the Board the matter of the bids on the tractor with bushhog which had been taken under advisement at the regular June 5, 1984 meeting, and asked for action on this.

On motion by Alderman Spence, seconded by Alderman Brackin and affirmative vote of all alderment, the Board decided that all bids were unsatisfactory and voted to re-advertise for:

Bid "A"

A tractor with 3 cyl, 16 Hp diesel engine, front and rear turf tires, with rear mounted rotary grass cutter  
and


Bid "B"

An industrial riding lawn mower, 16 hp engine, with 48" cut

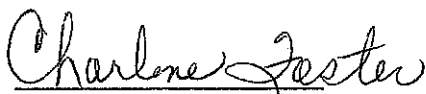
Bids to be opened on July 6, 1984 at 10:00 A.M.

There being no further business, on motion duly made and seconded the meeting was adjourned. SO ORDERED, IN A RECESSED MEETING, this the 15th day of July, 1984.

Minutes read and approved

  
Mayor

Attest:

  
Clerk