

**STATE OF MISSISSIPPI
COUNTY OF HINDS
TOWN OF UTICA
JULY 1, 2025**

BE IT REMEMBERED, that on the 1st day of July 2025 at 6:00 p.m. the Board of Mayor and Aldermen met at Town Hall, Town of Utica, Mississippi. This being a Regular Meeting of said Board when the following were present:

Mayor Calvin B Williams
Alderman Robin Robinson – Ward I
Alderman George Walker – Ward II
Alderman Ella Green – Ward III
Alderman Kenneth Broome – Ward IV
Alderman Doris Ross – At Large

ALSO, present and attending was Dr. Jean Greene, Mary Lofton, Scott Lloyd, Clara Watts, Ryan Jones, Cynthia Selmon-Williams, Robyn Williams, Tom Windham, Jessica Dearmen, Michael Evans, Darlene Wilson, Carlton Turner, Greg Gearhart, Beverly Trimble, Laquana Burns, Jasmine Cannon, Clerk Lisa Morris, Chief Myles, and Attorney Mel Breedon

Honorable Mayor Calvin called the meeting to order.

ORDER NO.25-091: APPROVAL OF AGENDA

UPON, a motion by Alderman Kenneth Broome and seconded by Alderman Ella Green with all members voting aye, the July 1, 2025 Agenda was approved and adopted.

1. Meeting called to order
2. Invocation – Pastor Michael Evans – Utica Methodist Church
3. Roll call/establishment of quorum
4. Approval of Agenda
5. Approval/correction of Minutes

Regular Meeting - June 4, 2025

No quorum was established for June 3, 2025

Public Appearances:

- Windham & Lacey PLLC. – 2024 Audit Report
- Greg Gearhart – Discuss MCWI Grant

6. Approval of Claims Docket
7. Approval of Fiscal Reports:
 - Revenues vs. Expenditures Report
 - Bank Balance
 - Balance Sheet

Monthly Reports:

***Public Works- Joseph Caston** reported/updated on the water issues due to power outages. He stated the generator is running manually. These power outages have been reported to Entergy. He reported 15ft of exposed gas line the Bear Creek. He also reported a slow gas leak in the Mixon Sub which will be replaced with poly-pipe.

***Police Report- Chief Myles** reported UPD having a take a mandatory CPR Training scheduled for Sunday, July 13, 2025 @ 3:00 p.m. for \$35/person. He gave an update on the gas system at Hubbard's Truck Stop. The system is rotten underground. The owner is responsible to for having all repairs done.

8. New Business:

- A. Order to pay Windham & Lacey, PLLC invoice totaling \$9,000.00 for 2024 Audit.
- B. Order to open sealed Proposals for Administrative Services for MS Home Grant.
- C. Implement Planning for Next Fiscal Year Budget.
- D. Order to approve Hemphill Construction Bid for the MCWI Water Project.

9. Appoint Town of Utica official signatories at Cadence Bank

10. Communications:

Ward 1 – Alderman Robin Robinson
Ward 2 – Alderman George Walker
Ward 3 – Alderman Ella Green
Ward 4 – Alderman Kenneth Broome
At- Large – Doris Ross

11. Adjournment of Meeting

ORDER NO.25-092:

ORDER TO APPROVE JUNE 4, 2025 BOARD MINUTES.

UPON, motion by Alderman Kenneth Broome and seconded by Alderman Doris Ross with all members voting aye, the Regular Board Minutes for June 4, 2025 were approved.

Public Appearances:

***Windham & Lacey PLLC** presented the 2024 Audit Report. No findings were found in the Fiscal Year Ending September 30, 2024 audit.

***Greg Gearhart** presented the Change Order for the SRF Funds with the open Wastewater Project. He also presented the MCWI Certified Tabulation of Bids for a Wastewater Improvements Project.

ORDER NO.25-093:

APPROVAL OF CLAIMS DOCKET.

UPON, motion by Alderman Kenneth Broome and seconded by Alderman George Walker with all members voting aye, the Claims Docket was approved to be paid on July 1, 2025.

ORDER NO.25-094:

APPROVAL OF FISCAL REPORTS.

UPON, motion by Alderman Kenneth Broome and seconded by Alderman Ella Green with all members voting aye the Board approved the Revenues & Expenditures Report as presented.

UPON, motion by Alderman Robin Robinson and seconded by Alderman Kenneth Broome with all members voting aye the Board approved the Bank Balance Report as presented.

UPON, motion by Alderman Kenneth Broome and seconded by Alderman George Walker with all members voting aye the Board approved the Balance Sheet Report as presented.

ORDER NO.25-095:

**ORDER TO PAY WINDHAM & LACEY PLLC
INVOICE TOTALING \$9,000.00 FOR FY 2024
AUDIT.**

UPON, motion by Alderman Kenneth Broome and seconded by Alderman Doris Ross with all members voting aye, the order to pay Windham & Lacey PLLC invoice totaling \$9,000.00 for the FY Ending September 30, 2024 was approved.

ORDER NO.25-096:

**ORDER TO APPROVE CONTRACT CHANGE
ORDER CONTRACT FORM 2023 SRF FUNDS.**

UPON, motion by Alderman Kenneth Broome and seconded by Alderman Ella Green with all members voting aye, the order to approve the Contract Change Order Form for the 2023 SRF Water Supply Improvements-MCWI. The contract will increase by \$15,978.13 contingent on the Health Department approval of the changes. The order was approved.

ORDER NO.25-097:

**ORDER TO AWARD CONSTRUCTION BID FOR
THE MCWI WASTEWATER IMPROVEMENTS
PROJECT.**

ORDER was tabled until July 9, 2025. Recessed Meeting

ORDER NO.25-098:

**ORDER TO OPEN SEALED PROPOSALS FOR
ADMINISTRATIVE SERVICES FOR THE MS
HOME GRANT.**

ORDER was tabled until July 9, 2025. Recessed Meeting

ORDER NO.25-099:

**ORDER TO IMPLEMENT PLANNING FOR NEXT
FISCAL YEAR BUDGET.**

UPON, motion by Alderman Doris Ross and seconded by Alderman Kenneth Broome with all members voting aye, the order to Implement planning for next year Budget was approved. The approved dates will be July 9th, 16th, and 30th at 6:00 p.m.

ORDER NO.25-100:

**ORDER TO APPOINT MAYOR PRO-TEM FOR
TOWN OF UTICA BOARD OF ALDERMEN.**

UPON, motion by Alderman Robin Robinson and seconded by Alderman Kenneth Broome with all members voting aye, Alderman George Walker was appointed Mayor Pro-Tem for the Town of Utica Board of Alderman.

ORDER NO.25-101:

**ORDER TO APPROVE UTICA POLICE CHIEF
AND OFFICERS BE TRAINED FOR CPR.**

UPON, motion by Alderman Kenneth Broome and seconded by Alderman George Walker with all members voting aye, the order for the Chief and Police Officers be trained in CPR was approved. The mandatory training is set for Sunday, July 13, 2025 at 3:00 p.m.

ORDER NO.25-102:

**ORDER TO APPOINT TOWN OF UTICA
SIGNATORIES AT CADENCE BANK.**

UPON, motion by Alderman Kenneth Broome and seconded by Alderman Doris Ross with all members voting aye, the order to appoint Signatories at Cadence Bank was approved as follows: Mayor Calvin Williams, Alderman Kenneth Broome, Alderman Ella Green, Alderman At-Large Doris Ross, and Clerk Lisa Wilson. Mayor Williams stated three appointees must sign off on any check written by the town. Mayor along with two aldermen or Mayor Pro-tem with two aldermen.

ORDER NO.25-103:

**ORDER TO HAVE A FIREWORKS SHOW AT
THE FIRST FRIDAY EVENT JULY 4, 2025.**

UPON, motion by Alderman Robin Robinson and seconded by Alderman Ella Green with all members voting aye, the order to for Town of Utica to have a Fireworks Show on July 4, 2025 was approved. This show is scheduled to be on the Utica Football Field at 8:45pm to 9:00 p.m.

ORDER NO.25-104:

**ORDER FOR THE MAYOR AND BOARD OF
ALDERMEN TO COME OUT OF REGULAR
SESSION TO MOVE INTO EXECUTIVE SESSION
TO DISCUSS A LIGATION MATTER AGAINST
THE TOWN OF UTICA.**

UPON, motion by Alderman Doris Ross and seconded by Alderman Kenneth Broome with all members voting aye, the order for the Mayor and Board of Alderman to come out of Regular Board Session to move into Executive Session to discuss a Ligation Matter against the Town of Utica was approved.

ORDER NO.25-105:

**ORDER FOR THE MAYOR AND BOARD OF
ALDERMEN TO COME OUT OF EXECUTIVE
SESSION TO MOVE BACK INTO REGULAR
SESSION.**

UPON, motion by Alderman Doris Ross and seconded by Alderman Kenneth Broome with all members voting aye, the order for the Mayor and Board of Alderman to return to Regular Board Session was approved.

ORDER NO.25-106:

**ORDER FOR ATTORNEY MEL BREEDEN TO
FILE A MOTION TO DISMISS CHARGES
AGAINST THE TOWN, CLERK AND ELECTION
COMMISSIONERS.**

UPON, motion by Alderman Kenneth Broome and seconded by Alderman Robin Robinson with all members voting aye, the order for Attorney Mel Breedon to file A Motion to Dismiss charges brought against the Town of Utica, Town Clerk and Election Commissioners was approved.

ORDER NO.25-107:

BOARD MEETING RECESSED.

Mayor Calvin Williams declared the meeting recessed until July 9, 2025 at 5:00 p.m.

**STATE OF MISSISSIPPI
COUNTY OF HINDS
TOWN OF UTICA
JULY 9, 2025**

BE IT REMEMBERED, that on the 9th day of July 2025 at 5:00 p.m. the Board of Mayor and Aldermen met at Town Hall, Town of Utica, Mississippi. This being a Recessed Meeting of said Board when the following were present:

Mayor Calvin B Williams
Alderman Robin Robinson – Ward I
Alderman George Walker – Ward II
Alderman Ella Green – Ward III
Alderman Kenneth Broome – Ward IV
Alderman Doris Ross – At Large

ALSO, present and attending was Dr. Jean Greene, Mary Lofton, Scott Lloyd, Clerk Lisa Morris, Chief Myles, and Attorney Mel Breeden

Honorable Mayor Calvin called the meeting to order.

ORDER NO.25-108: APPROVAL OF RECESSED AGENDA

UPON, a motion by Alderman Robin Robinson and seconded by Alderman Doris Ross with all members voting aye, the July 9, 2025 Recessed Agenda was approved and adopted.

1. Meeting called to order
2. Invocation – Pastor Michael Evans – Utica Methodist Church
3. Roll call/establishment of quorum
4. Approval of Agenda
5. New Business:
 - A. Order to approve Hemphill Construction Bid/Contract for the MCWI Water Project.
 - B. Order to approve bid for Sewer Tap at D S Pit Stop Store.
 - C. Order to appoint Voting Delegates for the MML 2nd Vice President.
 - D. Order to open Sealed Bids for MS Home Grant Administrator.
 - E. Order to discuss Blake Watkins connecting to towns water services.
 - F. Order to discuss/revisit signatories at Cadence Bank.
 - G. Order to discuss a Summons received by Data Research Solutions.
6. Adjournment of Meeting

ORDER NO.25-109:

**ORDER TO APPROVE HEMPHILL
CONSTRUCTION BID/CONTRACT FOR
THE MCWI WASTEWATER PROJECT.**

UPON, motion by Alderman Kenneth Broome and seconded by Alderman Doris Ross with all members voting aye, the order to approve Hemphill Construction Bid/Contract for the MCWI Wastewater Improvements Project was approved for \$86,090.00 with all three add alternates.

ORDER NO.25-110:

**ORDER TO APPROVE BID FOR CONTRACTOR
TAPPING INTO SEWER LINE FOR THE D S PIT
STOP STORE.**

UPON, motion by Alderman Doris Ross and seconded by Alderman Kenneth Broome with all members voting aye, the order to approve bid for contractor tapping into sewer line for D S Pit Stop Store was approved. Two bids were submitted: Powell Construction bid was \$5,130.00 and Utility Contractors bid was \$3,630.00. Utility Contractors bid was approved for \$3,630.00.

ORDER NO.25-111:

**ORDER TO APPOINT VOTING DELEGATES
FOR THE MML 2ND VICE PRESIDENT.**

UPON, motion by Alderman Robin Robinson and seconded by Alderman Doris Ross with all members voting aye, the order to appoint the Voting Delegate for the MML 2nd Vice President was approved. Mayor Calvin Williams will be the voting delegate and Alderman Ella Green will be the alternate voting delegate.

ORDER NO.25-112:

**ORDER TO OPEN SEALED BID PROPOSALS
FOR ADMINISTRATIVE SERVICES FOR THE
MS HOME CORPORATION GRANT.**

UPON, motion by Alderman Ella Green and seconded by Alderman George Walker with all members voting aye, the order to open sealed bid proposals for Administrative Services for the MS Home Corporation Grant was approved. Four bid proposals were submitted: Civil Strategies Group – 370, Josh Brown Jr. – 185, LE Notary Services, LLC – 435, and LGSS – 475. LGSS (Local Government Solutions and Strategies) was approved as Administrator.

ORDER NO.25-113:

**ORDER TO DISCUSS BLAKE WATKINS
CONNECTING TO THE TOWNS WATER
SYSTEM.**

TOWN will contact the Public Service Commission establish the water district.

ORDER NO.25-114:

**ORDER TO REVIST SIGNATORIES AT
CADENCE BANK.**

UPON, motion by Alderman Kenneth Broome and seconded by Alderman Doris Ross with all members voting aye, the order to also appoint Clerk Lisa Wilson as a Signatory at Cadence Bank was approved.

ORDER NO.25-115:

**ORDER FOR THE MAYOR AND BOARD OF
ALDERMEN TO COME OUT OF REGULAR
SESSION TO MOVE INTO EXECUTIVE SESSION
TO DISCUSS A LIGATION MATTER AGAINST
THE TOWN OF UTICA.**

UPON, motion by Alderman Robin Robinson and seconded by Alderman Ella Green with all members voting aye, the order for the Mayor and Board of Alderman to come out of Regular Board Session to move into Executive Session to discuss a Ligation Matter against the Town of Utica was approved.

ORDER NO.25-116:

**ORDER FOR THE MAYOR AND BOARD OF
ALDERMEN TO COME OUT OF EXECUTIVE
SESSION TO MOVE BACK INTO REGULAR
SESSION.**

UPON, motion by Alderman Ella Green and seconded by Alderman Kenneth Broome with all members voting aye, the order for the Mayor and Board of Alderman to return to Regular Board Session was approved.

ORDER NO.25-117:

**ORDER FOR ATTORNEY MEL BREEDEN TO
FILE A MOTION OF RESPONSE TO AHMAD R
SMITH LAW.**

UPON, motion by Alderman George Walker and seconded by Alderman Kenneth Broome with all members voting aye, the order for Attorney Mel Breedon to file A Motion of Response brought against the Town of Utica by Data Research Solutions, LLC was approved.

ORDER NO.25-118:

**ORDER FOR ATTORNEY MEL BREEDEN TO
FILE A MOTION OF RESPONSE TO JUSTICE
COURT AGAINST JEANETTE SHEARS.**

UPON, motion by Alderman Kenneth Broome and seconded by Alderman Ella Green with all members voting aye, the order for Attorney Mel Breedon to file A Motion of Response brought against the Town of Utica by Jeanette Shears was approved.

ORDER NO.25-119:

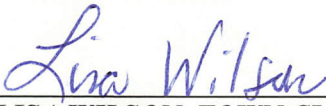
**ORDER FOR MAYOR CALVIN WILLIAMS TO
SIGN THE RELEASE AGREEMENT.**

UPON, motion by Alderman Ella Green and seconded by Alderman Doris Ross with all members voting aye, the order for Mayor Calvin Williams to sign the Release Agreement between Patrick Rounds and Honda Collier releasing the Town of Utica and Hinds County Permit and Zoning liable for anything happening to their resident at 401 Carpenter Street. Homeowners did not acquire the proper permits before the home renovations were done and complete.

ORDER NO.25-120:

BOARD MEETING ADJOURNED.

UPON, motion by Alderman Ella Green and seconded by Alderman George Walker with all members voting aye, the Recessed Meeting was adjourned.



LISA WILSON, TOWN CLERK
8/12/25

DATE



CALVIN WILLIAMS, MAYOR
8/12/2025

DATE



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