

**MINUTES OF THE SECOND REGULAR MONTHLY MEETING OF THE
MAYOR AND BOARD OF ALDERMEN OF THE
CITY OF MADISON, MISSISSIPPI**

January 21, 2025

**STATE OF MISSISSIPPI
COUNTY OF MADISON**

INTRODUCTION AND ATTENDANCE

The second regular monthly meeting of the Mayor and Board of Aldermen of the City of Madison, Mississippi was held on Tuesday, January 21, 2025 at 6:00 p.m. in the Municipal Courtroom at the Madison Justice Complex. Those present in the Courtroom were Mayor Pro Tempore Bowering, Aldermen Sandra Strain, Tawanna Tatum, Patricia Peeler, Janie Jarvis, Paul Tankersley, and Mike Hudgins, City Attorney Chelsea Brannon, City Clerk/Director of Finance and Administration Nathan Hanson and Chief Deputy City Clerk Lisa Winstead. Mayor Mary Hawkins Butler was absent.

Mayor Pro Tempore Bowering called the meeting to order. Following a prayer led by Alderman Tankersley and the Pledge of Allegiance led by Alderman Hudgins the meeting proceeded as follows:

ADMINISTRATION – CONSENT AGENDA – APPROVED

Concerning the Consent Agenda, Mayor Pro Tempore Bowering asked if there were any items which needed to be removed for discussion. There were no items removed and with no further discussion, Alderman Jarvis made the motion to approve the Consent Agenda as follows:

CONSENT AGENDA

- A. Accept Meeting Minutes and Notices: - Exhibit A**
1. Minutes of First Regular Board Meeting – January 7, 2025
 2. Planning & Zoning Commission Minutes – September 9, 2024
 3. Planning & Zoning Commission Minutes – November 10, 2024
 4. Planning & Zoning Commission Minutes – December 9, 2024
- B. Approve Claims Docket – Exhibit B**
1. Computer Checks
Checks: 12389-12596
 2. Manual Checks/EFTs
Checks: 12388
 3. Payroll Checks:
Checks: 2289-2301, EFTs: 35073-35318 – 01/10/2025
Disbursement/Manual Checks: 2302-2307 – 01/10/2025
Disbursement EFTs: 35319-35323 (December 2024)
- C. Accept the following departmental changes/documents per terms of the Status/Payroll Change Report on file in the Office of the City Clerk: - Exhibit C**
1. Accept Oath of Office for Police Officer Vernardo D. Patterson
 2. Authorization to hire Gregory Neal Davis as full-time Police Officer effective January 22, 2025
 3. Accept letter of intent to retire for Henri (Penny) McElroy, Municipal Court Clerk effective June 30, 2025
 4. Authorization to hire Alonzo Shavers as full-time Custodian for the Street Department effective January 23, 2025
 5. Accept resignation of Police Officer Cory Freeman, Jr. effective January 31, 2025
 6. Authorization to hire Kendarius L. Smith as full-time Police Officer effective January 27, 2025
 7. Authorization to hire Leland Barr as full-time Police Officer effective January 27, 2025
- D. Accept the following proofs of publication (Madison County Journal): - Exhibit D**
1. Advertisement for Bids – Leaf Vacuum
 2. Advertisement for Bids – Grapple/Knuckle Boom Truck
- E. Authorization for City Clerk to execute the following vendor account credit applications on behalf of the Parks & Recreation Department: - Exhibit E**
1. Agra Turf, Inc.
 2. Harrell's, LLC

- F. Approve and authorize execution of Monitoring Agreement with B&E Communications for security alarm at the new City Hall location – **Exhibit F**
- G. Accept the following monthly departmental reports: - **Exhibit G**
 - 1. Fire Department – December 2024
- H. Authorization to release Origin Bank Irrevocable Letter of Credit No. 5022364-1 for Courtyard Place, LLC – **Exhibit H**
- I. Authorization for Fire Department to remove from inventory equipment that is no longer serviceable and to properly dispose of same as outlined in the attached memorandum - **Exhibit I**
- J. Authorization to remove two police vehicles from inventory as outlined in the attached Memorandum – **Exhibit J**
- K. Accept quotes and award to Security Support System as lowest and best for installation of surveillance cameras as Liberty Park – **Exhibit K**
- L. Accept bid tabulation sheet and award to Covington Sales & Service as low bid for the purchase of a leaf vacuum for the Street Department – **Exhibit L**
- M. Accept quotes and award to Control Systems, Inc. as lowest and best for repair of the variable flow drive (VFD) on the Tisdale water tank – **Exhibit M**
- N. Authorization of 60-day notice of termination to Waste Management for the limbs and debris contract covering Madison city limits; notice to be provided on February 1, 2025 for a contract termination effective day of April 1, 2025 – **Exhibit N**
- O. Authorization for the following employees to travel to Natchez, MS for the MS Recreation & Parks Association Conference:
 - Mike Canoy, February 11-12, 2025 – groundskeeping class
 - Cole Smith, February 10-13, 2025 – outgoing association president
- P. Approve emergency replacement of the 12.5-ton rooftop HVAC unit in the Public Works building over the municipal meeting space (cafeteria) with a new American Standard roof unit under our existing services agreement with Terry Service, Inc. – **Exhibit O**
- Q. Accept quotes and award to Steve Chisholm, LLC as lowest and best for the removal of ninety (90) trees along Rice Road – **Exhibit P**
- R. Authorization for LPA Official to sign Memoranda of Agreements with MS Department of Transportation (MDOT) for the following two Central MS Planning and Development District (CMPDD) projects: - **Exhibit Q**
 - 463 Geometric Improvement Project
 - Rice Road Overlay Project
- S. Accept bid tabulation sheet and award to River City Hydraulics as lowest bid for the purchase of one (1) Grapple Truck (knuckle boom) – **Exhibit R**
- T. Approval of and authorization to execute documents with MS Department of Wildlife, Fisheries, and Parks for the closeout of Land and Water Conservation Fund #28-00697, Liberty Park Playground Improvements – **Exhibit S**
- U. Adopt Resolution Authorizing the Use of Municipal Funds to Buy Advertising from Miss Mississippi Corporation for ad sponsorship of Miss Metro Jackson Gracie Bassett – **Exhibit T**
- V. Adopt Resolution Authorizing the Use of Municipal Funds to Buy Advertising from St. Joseph Catholic School Bruin Burn – **Exhibit U**

Alderman Tatum seconded the motion to approve the Consent Agenda and the vote was unanimous in favor of approval. Mayor Pro Tempore Bowering declared the motion carried.

COMMUNITY DEVELOPMENT DEPARTMENT

Variances for Multiple Structures, 5 Twelve Oaks Place – Approved

Mr. John Hertel of Provision Designs was present at the meeting as representative of property owner Lee Atkins. Community Development Director Kianca Guyton explained that variances are requested for an accessory building height increase of a pavilion and fireplace from 10' to 20' 3" and for the construction of multiple accessory structures.

She explained that both the homeowners' association and the Planning and Zoning Commission recommended approval of these variances. Motions for approval were made as follows:

The motion was made by Alderman Strain to grant approval of the variance request for an accessory building height increase as noted above. Alderman Tankersley seconded the motion and the vote was unanimous in favor of approval. Mayor Pro Tempore Bowering declared the motion carried.

The motion was made by Alderman Tatum to grant approval of the variance request for approval of multiple structures as noted above. Alderman Tankersley seconded the motion and the vote was unanimous in favor of approval. Mayor Pro Tempore Bowering declared the motion carried.

Documentation relevant to these variance requests is attached hereto as **Exhibit V**.

Conditional Use/Special Exception for Pilates Studio, 745 Highway 51, Suite K-Approved

Ms. Guyton presented the request of Ms. Jacqueline V. Carson for a conditional use/special exception for a Pilates studio to be located at 745 Highway 51, Suite K. It was noted that this request was properly noticed with no opposition and that the Planning and Zoning Commission recommended approval. Alderman Jarvis made the motion to grant Ms. Carson's request, seconded by Alderman Strain. After a unanimous vote of approval, Mayor Pro Tempore Bowering declared the motion carried. Documentation relevant to this request is attached hereto as **Exhibit W**.

Amended Plat – Picnic Hill Subdivision


City Attorney Chelsea Brannon addressed the Board concerning some amendments needed to the Picnic Hill Subdivision plat. She stated that those amendments include a signatory for trust which was not included in the initial approval and an adjustment concerning fencing. Alderman Tankersley made the motion to approve and authorize the execute of the amended plat for the Picnic Hill Subdivision subject to final review of the City Attorney and the Director of Community Development. The motion was seconded by Alderman Jarvis and unanimously approved by all Aldermen. Mayor Pro Tempore Bowering declared the motion carried.

With no further business for discussion, Mayor Pro Tempore Bowering asked for a motion to declare the meeting adjourned. Alderman Strain made the motion, seconded by Alderman Peeler, and unanimously approved by all Aldermen. Mayor Pro Tempore Bowering declared the motion carried and the meeting was adjourned.



Guy S. Bowering, Mayor Pro Tempore

Attest:



J. Nathan Hanson, City Clerk

