

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

December 16, 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, December 16, 2025, at 6:00 p.m. in the Boardroom of City Hall at 120 Montgomery Street. Those present in the Boardroom were Mayor Mary Hawkins Butler, Aldermen Tawanna Tatum, Pat Peeler, Janie Jarvis, Mike Hudgins, Paul Tankersley, and Guy Bowering, Community Development Director Kianca Guyton and City Clerk/Director of Finance & Administration Nathan Hanson. Alderman Sandra Strain was absent.

Mayor Hawkins Butler called the meeting to order and welcomed everyone. Following a Prayer led by Guy Bowering and the Pledge of Allegiance led by Mike Hudgins, the meeting proceeded as follows:

PRESENTATION TO MADISON CENTRAL BOYS GOLF TEAM

Mayor Hawkins Butler welcomed members of the Madison Central Boys Golf Team and their coaches. She commended them and presented them with Certificates of Recognition for their recent 7A State Championship title.

MAYOR'S YOUTH COUNCIL

Mayor Hawkins Butler recognized members of the Mayor's Youth Council that were in attendance and thanked them for attending.

ADMINISTRATION – CONSENT AGENDA – APPROVED

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

CONSENT AGENDA

- A. Accept Meeting Minutes and Notices:-Exhibit A**
 - 1. Minutes of Second Regular Board Meeting – December 2, 2025
- B. Approve Claims Docket-Exhibit B**
 - 1. Computer Checks
Checks: 16284-16428 EFTs: N/A
 - 2. Manual Checks
Checks: 16278-16283
 - 3. Payroll Checks
Checks/Disbursements: 2794-2814 EFTs: 41455-41709
- 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. Authorization to hire Conner S. Griffin as Full-Time Police Officer effective December 17, 2025
 - 2. Accept Resignation of Police Officer Luke Armstrong effective December 26, 2025
 - 3. Accept Retirement of Deputy City Clerk Helen Broockmann effective December 31, 2025
- D. Accept the following monthly departmental reports:-Exhibit D**
 - 1. Police Department – October 2025
 - 2. Administration & Finance Department – Budget Report May 2025
- E. Authorize and Approve of Travel of Tona Becker to Ideal Living Trade Show in McLean, Virginia from February 21-22, 2026**

- F. Accept and Approve Minutes from December 8, 2025, Planning and Zoning Commission Meeting-**Exhibit D**
- G. Authorize and Approve Police Department to remove one (1) Whirlpool refrigerator serial#: VST39549745, property number 008041 from inventory as no longer serviceable-**Exhibit E**
- H. Authorize and Approve Police Department to obtain appropriate signatures for Nixon Power Services annual agreement for generators-**Exhibit F**
- I. Authorize and Approve Police Department to obtain appropriate signatures for the charitable sales promotion between Webster Animal Shelter and Raising Canes -**Exhibit G**
- J. Authorize and Approve Police Department to apply and submit for the Fiscal year 2025 Bullet Proof Vest Partnership program-**Exhibit H**
- K. Authorize and Approve Awarding of 12-month bids as follows:-**Exhibit I**
 - 1. In Place Asphalt & Cold Milling – Adcamp
 - 2. Small In Place Asphalt & Cold Milling – Adcamp
 - 3. Roadway Striping & Marking – TCP
 - 4. Polyurethane Foam – Foremost
 - 5. Labor & Equipment Rental – Bulldog Construction
 - 6. Forestry Services – Steve Chishlom
 - 7. Concrete Services – Steve Chishlom
- L. Authorize and Approve Change Orders #1, #2, #3, and #4 regarding City Center MCWI 161-2-DW-5.15 project-**Exhibit J**
- M. Authorize and Approve emergency repair of Street Department 2011 Freightliner Dump Truck VIN: 1FVACYDTXBDAT2486-**Exhibit K**
- N. Authorize Submittal of Letter of Request to the U.S. Army Corp of Engineers to Utilize 219 Funds-**Exhibit L**
- O. Authorize Acquisition of Land for Elevated Water Tank-**Exhibit M**
- P. Authorize and Approve task order of professional services agreement with Heflin Engineering-**Exhibit N**
- Q. Authorize and Approve Pay Application # 7 with Hemphill Construction Company, Inc regarding City Center MCWI 161-2-DW-5.15 project-**Exhibit O**
- R. Authorize and Approve Pay Application # 7 with Hemphill Construction Company, Inc regarding Tisdale Pump Station MCWI 72-2-CW-5.5 project-**Exhibit P**
- S. Accept Quotes for City Hall Monument Sign brick and foundation pour labor and award lowest quote to Steve Chisholm LLC-**Exhibit Q**
- T. Accept the following Amendments to Irrevocable Standby Letters of Credit:**Exhibit R**
 - 1. Trustmark Bank, Letter of Credit No. 24-060-SP, Fontanelle, Phase 2-D
 - 2. Trustmark Bank, Letter of Credit No. 16-052-SP, Stone Lake
- U. Accept Quotes for Public Works Building roof repair and award lowest quote to Guaranteed Roofing Company-**Exhibit S**

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

COMMUNITY DEVELOPMENT

- 1. **Variance — 636 Highleadon Place (Sherbourne Subdivision)-APPROVED**
Ms. Guyton presented the request for approval of a variance for building height from 10 feet to 17 feet 4 inches for a pool house structure. Upon recommendation of approval from Ms. Guyton, Alderman Jarvis made the motion to grant approval of a variance of 17 feet 4 inches for a pool house structure. Alderman Peeler seconded the motion, and the vote for approval was unanimous. Mayor Hawkins Butler declared the motion carried.

2. Variance — 229 Brisage Boulevard (Brisage Subdivision)-APPROVED

Ms. Guyton presented the request for approval of a variance for reducing a rear yard setback from 25 feet to 10 feet for construction of a rear porch addition. Upon recommendation of approval from Ms. Guyton, Alderman Jarvis made the motion to grant approval of a variance for reducing a rear yard setback from 25 feet to 10 feet for construction of a rear porch addition. Alderman Tankersley seconded the motion, and the vote for approval was unanimous. Mayor Hawkins Butler declared the motion carried.

3. Conditional Use — Watercolor Salon - 107 Merchant Street, Suite 1F- APPROVED

Ms. Guyton presented the request for approval of a conditional use for a hair salon at 107 Merchant Street, Suite 1F. Upon recommendation of approval from Ms. Guyton, Alderman Tatum made the motion to grant approval of a conditional use for a hair salon at 107 Merchant Street, Suite 1F. Alderman Bowering seconded the motion, and the vote for approval was unanimous. Mayor Hawkins Butler declared the motion carried.

4. Preliminary Plat — Lot 7, Part 1E, The Fountains-APPROVED

Ms. Guyton presented the request for approval of the preliminary plat of Lot 7, Part 1E, The Fountains resubdivision into two lots. Upon recommendation of approval from Ms. Guyton contingent on staff notes, Alderman Hudgins made the motion to grant approval of the preliminary plat of Lot 7, Part 1E, The Fountains resubdivision into two lots contingent on staff notes. Alderman Tatum seconded the motion, and the vote for approval was unanimous. Mayor Hawkins Butler declared the motion carried.

5. Concept Plan — North Livingston-APPROVED

Ms. Guyton presented the request for approval of the concept plan of North Livingston 4-lot subdivision. Upon recommendation of approval from Ms. Guyton, Alderman Hudgins made the motion to grant approval of the concept plan of North Livingston 4-lot subdivision. Alderman Jarvis seconded the motion, and the vote for approval was unanimous. Mayor Hawkins Butler declared the motion carried.

Ms. Guyton requested permission from the Board to add one additional item for review, which was approved and presented as such:

6. Phase II Final Plat – The Village-APPROVED

Ms. Guyton presented the request for approval of the Phase II Final Plat of The Village. Upon recommendation of approval from Ms. Guyton contingent on everything being complete, Alderman Bowering made the motion to grant approval of the Phase II Final Plat of The Village contingent on everything being complete. Alderman Tankersley seconded the motion, and the vote for approval was unanimous. Mayor Hawkins Butler declared the motion carried.

With no further business for discussion, Mayor Hawkins Butler asked for a motion to declare the meeting adjourned. Alderman Bowering made the motion which was seconded by Alderman Tankersley and unanimously approved by the Aldermen. Mayor Hawkins Butler declared the motion carried and the meeting was adjourned.



Mary Hawkins Butler, Mayor

Attest:



J. Nathan Hanson, City Clerk

