

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

**March 18, 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, March 18, 2025 at 6:00 p.m. in the Municipal Courtroom at the Madison Justice Complex. Those present in the Courtroom were Mayor Mary Hawkins Butler, Aldermen Tawanna Tatum, Patricia Peeler, Janie Jarvis, Paul Tankersley, Mike Hudgins, and Guy Bowering, City Attorney Chelsea Brannon, City Clerk/Director of Finance & Administration Nathan Hanson, and Chief Deputy City Clerk Lisa Winstead. Alderman Sandra Strain was present by telephone.

Mayor Hawkins Butler called the meeting to order and welcomed everyone. She gave the floor to Megan Mayhan, Special Events Coordinator who introduced Master Sergeant Joshua Heeren and his family. Joshua presented the City of Madison with the flag that flew over his base while he was stationed overseas in Qatar. The Mayor thanked him and his wife, who is also a member of the military, for their service. In addition, she thanked their daughter, Olivia who gifted her with a small crocheted strawberry as a reminder that the family is praying for her and for the City.

Also welcomed to the meeting were members of the Mayor's Youth Council and members of Boy Scout Troop 15 and their leader Matthew Thompson. This troop is working on their Citizenship in the Community Merit Badge and Mayor Hawkins Butler met with them after the meeting adjourned.

Following the Pledge of Allegiance and Prayer led by Boy Scout members and the Heeren Family, the meeting proceeded as follows:

**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:
  - 1. Minutes of First Regular Board Meeting – March 4, 2025
  - 2. Planning & Zoning Commission Meeting – February 10, 2025 – **Exhibit A**
- B. Approve Claims Docket – **Exhibit B**
  - 1. Computer Checks  
Checks: 13104-13282
  - 2. Manual Checks/EFTs  
Checks: 12926-12929; 13097-13103
  - 3. Payroll Checks:  
Checks: 2366-2373, EFTs: 36098-36349 – 03/07/2025  
Disbursement/Manual Checks: 2374-2380 – 03/07/2025
- 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 retirement of Chief Deputy City Clerk Lisa Winstead effective April 30, 2025
  - 2. Accept resignation of Firefighter Joseph Brewer effective March 24, 2025
  - 3. Authorization to hire Bryce Colbert to the position of full-time Firefighter effective March 19, 2025
  - 4. Authorization to hire Jelvon Morgan as full-time Parks Department Laborer effective March 19, 2025
  - 5. Accept Oath of Office for Police Officer Steven M. Turner
  - 6. Authorization to hire Jeremiah A. Brooks as full-time Police Officer effective March 24, 2025



7. Authorization to hire Adam W. Nelson as full-time Police Officer effective March 24, 2025
8. Accept resignation of Street Department Laborer Tyrus Carr effective March 21, 2025
9. Authorization to promote Dexter Washington to Lead Mechanic in the Public Works Shop
10. Accept resignation of Street Department Laborer Maurice Perkins effective March 28, 2025
11. Authorization to hire the following part-time/seasonal employees for the Parks & Recreation Department effective March 24, 2025:
  - Andrew W. Wamble and Bryson Winford
- D. Accept the following monthly departmental reports: - **Exhibit D**
  1. Fire Department – February 2025
- E. Approval for Community Development Director Kianca Guyton to travel to Natchez, MS on April 8-10, 2025 to attend the Association of Floodplain Managers of Mississippi Conference
- F. Approval of and authorization for Fire Chief to execute annual Stryker Preventative Maintenance Contract for cardiac monitors – **Exhibit E**
- G. Authorization for Fire Department to apply for and obtain appropriate signatures of documents for the FY 2025 MS Homeland Security Grant – **Exhibit F**
- H. Approval of and authorization for Police Department to apply for and obtain appropriate signatures for the FY2025 MS Homeland Security Grant – **Exhibit G**
- I. Approval of and authorization to execute annual contract with Capitol Chlorinator & Utility Service for running City's water treatment system – **Exhibit H**
- J. Authorization to execute Full Coverage Contract Agreement with Terry Trane service effective April 1, 2025 – **Exhibit I**
- K. Approve Depository Bids as follows: Bank First, Bank Plus, Cadence Bank, Community Bank, The First Bank, Origin Bank, Renasant Bank, Trustmark Bank – **Exhibit J**
- L. Authorization for Mayor to execute Federal Aviation Administration (FAA) and MS Dept of Transportation (MDOT) grants in line with the following apron expansion at the Madison Airport: SMIF Grant, AIG BIL, MM – **Exhibit K**
- M. Authorization to award low-bid to Eaves Enterprises, LLC for cutting approximately 40 trees on the right-of-way along Castle Circle Road and Lakeview Drive – **Exhibit L**
- N. Authorize emergency repair of boom-truck with low estimate to Hol-Mac Corporation – **Exhibit M**
- O. Authorize use of term-bid vendor to do curb/gutter/sidewalk repairs in Cross Creek Subdivision and Reserve Crossing Subdivision – **Exhibit N**
- P. Authorization to Obtain Market Study from AWG – **Exhibit O**
- Q. Adopt Resolution Authorizing the Use of Municipal Funds to Buy Advertising from Mississippi Business Journal – **Exhibit P**
- R. Proclamation of Local Emergency for Public Safety and for Other Matters Related Thereto - **Exhibit Q**
- S. Authorization to Cancel Acceptance of Quote for Site Work Pursuant to Local and Private Bill 3202 – **Exhibit R**
- T. Resolution to Authorize the Execution an Agreement for Land for the Construction of a Water Well Subject to Final Review of the City Attorney and for Related Purposes - **Exhibit S**
- U. Authorization to Enter into Cooperation Agreement with Madison County – **Exhibit T**
- V. Resolution Requesting the Madison County Wastewater Authority to Obtain Requests for Proposals in Connection with the Operation of Beatties Bluff and for Related Purposes - **Exhibit U**
- W. Resolution Approving Bid of Wildstone Construction Services, LLC as the Lowest and Best Bid for the Strawberry Patch Sidewalk Project STP-0047-00(043) LPA / 109433-701000, Ratifying Agreement for CE& I Services, Authorization to Execute an Agreement for the Construction and for Related Purposes – **Exhibit V**
- X. Resolution to Ratify and Confirm Emergency Purchase of Supplies Related to Sewer Cleanup – **Exhibit W**
- Y. Resolution to Ratify and Confirm Emergency Repair to Backhoe – **Exhibit X**
- Z. Resolution Authorizing Legal Action Related to Cleaning and Maintaining Residential Property (1505 Rice Road and 164 St. Augustine Drive) – **Exhibit Y**
- AA. Appointment of Michael Gandy, Lori Godwin, Steve Morris, Kyle Smith, and Kathy Sue Wells to the City of Madison Election Commission – **Exhibit Z**

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 DEPARTMENT**

**Site Plan, Calumet Gardens – Lot 5 and Lot AG2 – Approved**

Community Development Director Kianca Guyton presented the request of applicant Ron McMaster, Jr. on behalf of LL Real Estate Investments, LLC/Lee Gladden for site plan approval for a law office to be constructed on the southern portion of Calumet Gardens subdivision. Ms. Guyton and the Planning and Zoning Commission recommended approval of this request. Alderman Jarvis made the motion grant approval which was seconded by Alderman Tankersley and unanimously approved by all Aldermen. Mayor Hawkins Butler declared the motion carried. Documentation relevant to this request is attached hereto and **Exhibit AA**.

**Preliminary Plat and Final Plat, Calumet Gardens – Lots 1-8 and Lots AG0-AG5 – Approved**

Ms. Guyton presented the request of applicant Ron McMaster, Jr. on behalf of Madison Ridgeland Academy for approval of the preliminary and final plats for parking lot expansion. She explained that approval had previously been granted with contingencies and that the plats have been amended to include improvements regarding access and other issues. The motion was made by Alderman Bowering to grant approval of these amended plats. Alderman Tatum seconded the motion and the vote was unanimous in favor of approval. 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 Jarvis made the motion which was seconded by Alderman Peeler and unanimously approved by all Aldermen. Mayor Hawkins Butler declared the motion carried and the meeting was adjourned.

  
Guy S. Bowering, Mayor Pro Tempore

Attest:

  
J. Nathan Hanson, City Clerk

