

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

April 18, 2017

**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, April 18, 2017 at 6:00 p.m. in the Municipal Courtroom at the Madison Justice Complex. Those present were Mayor Mary Hawkins Butler, Aldermen Tawanna Tatum, Patricia Peeler, Ken Jacobs, Steve Hickok, Guy Bowering, and Warren Strain, City Attorney John Hedglin, City Clerk/Director of Finance and Administration Susan Crandall and Chief Deputy City Clerk Lisa Winstead. Alderman Mike Hudgins was absent.

Mayor Hawkins Butler called the meeting to order. After the invocation led Alderman Jacobs and the Pledge of Allegiance led by Alderman Strain, the meeting proceeded as follows:

The Mayor welcomed Jonathan French of Boy Scout Troop 279 with Madison United Methodist Church, was who attending the meeting in partial fulfillment of requirements needed to earn his Communications Badge.

ADMINISTRATION – CONSENT AGENDA - *Approved*

Concerning the Consent Agenda, the Mayor asked if there were any items which needed to be removed for discussion. Alderman Strain stated that he would like to recuse himself from the meeting during the Consent Agenda vote because Item I involves his current employer. At this time, Alderman Strain left the meeting room.

There were no items removed for discussion and Alderman Hickok made the motion to approve the Consent Agenda as follows:

CONSENT AGENDA

- A. Accept Meeting Minutes:**
 - 1. Second Regular Board Meeting – April 4, 2017
 - 2. Planning and Zoning Commission Minutes – February 13, 2017 – **Exhibit A**
- B. Approve Claims Docket - **Exhibit B****
 - 1. Computer Checks – 04/18/2017
114366-114545
 - 2. Manual Checks – March 2017
285-292; 17342-17392
 - 3. Payroll Checks
024364-024597 – 04/14/2017
- C. Accept the following proofs of publication: - **Exhibit C****
 - 1. Advertisement for Bids – Surveillance Camera Systems for Liberty and Strawberry Patch parks (*Journal*)
 - 2. Ordinance Vacating Specified Portion of Tisdale Road (*Journal*)
 - 3. Public Notice – Poll Manager Training for 2017 Elections (*Journal*)
- D. Authorize amendment to existing agreement with ES&S to provide equipment and services incidental to use of electronic poll books for 2017 municipal elections – **Exhibit D****
- E. Adopt Resolution Authorizing the Use of Municipal Funds to Buy Advertising from Madison County Young Life in the amount of \$1,000.00for Annual Corporate Sponsorship – **Exhibit E****
- F. Accept the following departmental reports: - **Exhibit F****
 - 1. Administration and Finance – Privilege Licenses, March 2017
 - 2. Fire Department – March 2017
- G. Approval of and authorization to execute contract with Frasco Entertainment for Swing into Summer 2017 – **Exhibit G****

- H. Accept the following departmental changes per terms of the Status/Payroll Change Report on file in the Office of the City Clerk: - **Exhibit H**
 - 1. Accept Oath of office for Bobby R. Williams, Police Officer
 - 2. Accept resignation of Phillip Cameron Sullivan, Public Works Mechanic effective April 7, 2017
 - 3. Accept resignation of Shonna McGehee, Building Permits Clerk effective March 27, 2017
 - 4. Accept resignation of Judith Johnson, Records Clerk effective May 5, 2017
 - 5. Accept resignation of Landon Daniels, Street Department effective April 21, 2017
 - 6. Accept resignation of Chad Wages, Public Works Director effective April 28, 2017
- I. Approval of and authorization for Fire Chief to execute Memorandum of Understanding between MS Office of Homeland Security/Task Force and the City of Madison – **Exhibit I**
- J. Accept quote and authorize Fire Department to purchase a Dexter on Premise Washer and Unmac Firemen's Turn Out Gear Drying Cabinet from Laundry South Systems and Repair in the amount of \$20,222.25 – **Exhibit J**
- K. Authorization for Police Department to apply for the Michelson Foundation Animals Grant for the Webster Animal Shelter – **Exhibit K**
- L. Approval of and authorization to Police Chief to execute the annual preventive maintenance agreement with Taylor Power Systems for the Justice Complex generator – **Exhibit L**
- M. Approve Police Department Travel and Training Calendar Requests - April – August 2017 – **Exhibit M**
- N. Approve Notice for Bids for Welch Farms Road Extension and Liberty Park Drainage Improvements – **Exhibit N**
- O. Approval of and authorization for Mayor to execute Maintenance Release Request Letter to MDOT State LPA Engineer (Project STP-6926-(004) LPA 105507-70100, Old Canton Road Project – **Exhibit O**
- P. Approval of and Authorization for Mayor to Execute Hemphill Construction Company, Inc., Periodic Estimate No. 9 for the Old Canton Road Improvements Project – **Exhibit P**
- Q. Approval to apply for and authorization to execute the appropriate documents for the FY2015 JAG Local Law Grant to provide funding for equipment for the Disaster Response Team (DRT) – **Exhibit Q**
- R. Authorization for Mayor & Board to accept and approve the Rice Road Multi-Use Trail Project Acquisition Parcel Number 072B-09D-012/00.00 (Watkins Property) counteroffer for a 10% increase adjustment, which is reasonable, prudent and in the public interest and authorize Don McLemore to tender a 10% increase counteroffer for a total of \$28,572.50
- S. Adopt Resolution Authorizing Advertising for Lease of Non-Exclusive Property Interest at 2023 Main Street subject to Compliance with Developmental Plans on file with Department of Community Development – **Exhibit R**
- T. Approval of and authorization to execute Support Services Agreement with Terry Service, Inc. for the HVAC services for the City of Madison – **Exhibit S**
- U. Approval of and authorization to execute Garver, LLC Letter Contract for Professional Engineering and Surveying Services for Rice Road S-Curve Safety Improvements – **Exhibit T**
- V. Authorization to re-advertise for bids for surveillance camera systems for Liberty Park and Strawberry Patch parks
- W. Authorization for Mayor to sign Interlocal Cooperation Agreement between Madison County and the City of Madison regarding funding of certain street improvements within the City (Cobblestone Subdivision and Hunters Pointe Subdivision) and authorization for Mayor and City personnel to submit same for approval and filing – **Exhibit U**
- X. Adopt Resolution authorizing City personnel to enter private property in order to safely collection waste material appropriate placed for City collection – **Exhibit V**

Alderman Tatum seconded the motion and the vote was unanimous in favor of approval. Mayor Hawkins Butler declared the motion carried. At this time, Alderman Strain returned to the meeting room.

COMMUNITY DEVELOPMENT DEPARTMENT

Preliminary Plat – Eastwick, Phase II, Block “T” at Reunion - Approved

With regard to the preliminary plat for Eastwick Phase II, Block “T” in Reunion subdivision, Ms. Kianca Stringfellow, Director of Community Development explained that both the Planning and Zoning Commission and the Community Development Department recommended approval of this preliminary plat. With no further discussion, Alderman Bowering made the motion to grant approval as requested, seconded by Alderman Strain. The vote was unanimous in favor of approval and Mayor Hawkins Butler declared the motion carried. Documentation relevant to this preliminary plat is attached hereto and incorporated herein as **Exhibit W**.

Preliminary Plat – Edenburg Phase II, Block “U” at Reunion - Approved

With regard to the preliminary plat for Edenburg Phase II, Block “U” in Reunion subdivision, Ms. Kianca Stringfellow, Director of Community Development explained that both the Planning and Zoning Commission and the Community Development Department recommended approval of this preliminary plat. With no further discussion, Alderman Strain made the motion to grant approval as requested, seconded by Alderman Jacobs. The vote was unanimous in favor of approval and Mayor Hawkins Butler declared the motion carried. Documentation relevant to this preliminary plat is attached hereto and incorporated herein as **Exhibit X**.

Concept Plan – White Property – Approved

Concerning the concept plan for the Bill White property located on Highway 463 adjacent to Wind Dance and Annandale, part A1 subdivisions, Ms. Stringfellow stated that this plan is for five (5), two-acre minimum lots and stated that the Planning and Zoning Commission recommended approval of the concept plan. Alderman Tatum made the motion to approve the concept plan as presented. Alderman Bowering seconded the motion and the vote was unanimous in favor of approval. Documentation relevant to this concept plan is attached herein as **Exhibit Y**.

Site Plan, Architectural Approval, and Permission to Issue Building Permit – Madison Medical Complex – Approved

Ms. Stringfellow presented the request of Dr. Michael Manning for the expansion of his current facility located at 111 Fountains Boulevard. This expansion will include the addition of a new building which will house a men’s health facility, chiropractic clinic and a pharmacy. The Planning and Zoning Commission has recommended approval of this site plan. With no further discussions, motions were made as follows:

Alderman Strain made the motion to approve the site plan for Madison Medical Complex. Alderman Jacobs seconded the motion and the vote was unanimous in favor of approval. Mayor Hawkins Butler declared the motion carried.

Alderman Strain made the motion to approve the architectural design and grant permission to issue a building permit. The motion was seconded by Alderman Tatum and the vote was unanimous in favor of approval. Mayor Hawkins Butler declared the motion carried.

Document pertinent to this request is attached hereto and incorporated herein as **Exhibit Z**.

Site Plan and Height Increase from 35’ to 50’ – Madison-Ridgeland Academy-New Middle School/Cafeteria – Approved

After presentation and brief discussion, Alderman Peeler made the motion to approve the site plan for the addition of a new middle school/cafeteria at 7601 Old Canton Road contingent upon satisfaction of all conditions set forth in the staff notes with regard to Fire Department, Public Works and Environmental Design issues. Aldermen Strain seconded the motion and the vote was unanimous in favor of approval. Mayor Hawkins Butler declared the motion carried.

In addition, the motion was made by Alderman Strain to approve the building height increase from 35' to 50' as requested subject to FAA approval. Alderman Hickok seconded the motion and the vote was unanimous in favor of approval.

Documentation relevant to this request is on file in the Community Development Department and attached hereto and incorporation herein as **Exhibit AA**.

DEPARTMENT OF ENVIRONMENT AND DESIGN

Architectural Approval and Permission to Issue Building Permit – Madison-Ridgeland Academy, New Middle School/Cafeteria – Approved

Mr. Alan Hoops presented the architectural rendering for a three-story building to be constructed at 7601 Old Canton Road. This building will house Madison-Ridgeland Academy's new middle school and cafeteria. The motion was made by Alderman Peeler to grant architectural approval and permission to issue the building permit. Alderman Tatum seconded the motion and the vote was unanimous in favor of approval. Documentation regarding this request is on file in the Community Development Office and attached hereto in incorporated herein as **Exhibit AA**.

Architectural Approval and Permission to Issue Building Permit – Depot Drive, Building 2, John Issacs Property – Approved

Mr. Hoops presented the request of Mr. John Issacs for architectural approval and a building permit for an office building to be located on Depot Drive. After brief discussion, the motion was made by Alderman Tatum and seconded by Alderman Bowering to grant approval of the architectural design and grant permission to issue the building permit. The vote was unanimous in favor of approval and Mayor Hawkins Butler declared the motion carried.

Architectural Approval and Permission to Issue Building Permit – Madison Main Street Mixed Use, Half Shell Oyster House – Approved

Mr. Hoops presented the architectural rendering for construction of a complex of buildings including a 6,500 square foot Half Shell Oyster House, to be located at the corner of Madison Parkway and Main Street. After brief discussion, Alderman Strain made a motion to grant approval of the architectural design and permission to issue the building permit. Alderman Jacobs seconded the motion and the vote was unanimous in favor of approval. Mayor Hawkins Butler declared the motion carried.

Final Plat Approval – Wright's Mill, Part 6B- Approved

Public Works Director Chad Wages and Community Development Director Kianca Stringfellow presented the final plat for Wright's Mill, Part 6B. They indicated that the minimum square footage requirement of 2,600 square feet had been added to the plat. After brief discussion, Alderman Jacobs made a motion to approve the final plat subject to verification of the square footage and satisfaction of the conditions as set forth in the staff notes. Alderman Bowering seconded the motion and the vote was unanimous in favor of approval. Mayor Hawkins Butler declared the motion carried. Copies of the plat are attached hereto and incorporated herein as **Exhibit BB**.

Zoning Variance Appeal – Brian Sartain

At this time, Mayor Hawkins Butler opened the floor for discussion to schedule a time for a public hearing to hear the appeal of Mr. Brian Sartain as outlined in his letter of request which is attached hereto and incorporated herein as **Exhibit CC**. She asked that the record reflect the fact that Mr. Sartain was not present at the meeting to officially request and/or schedule his appeal. Discussion was closed at this time.

With no further business for discussion, Mayor Hawkins Butler declared the meeting adjourned.


Mayor Mary Hawkins Butler

Attest:


Susan B. Crandall, City Clerk