

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

May 20, 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, May 20, 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 Sandra Strain, Tawanna Tatum, Janie Jarvis, Mike Hudgins, and Guy Bowering, and City Clerk/Director of Finance & Administration Nathan Hanson.

Mayor Hawkins Butler called the meeting to order and welcomed everyone. Following a Prayer led by Nathan Hanson and the Pledge of Allegiance led by Sandra Strain, 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 Tatum 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 – May 6, 2025
 - 2. Notice of Work Session Location and Time Change – May 19, 2025 – **Exhibit A**
- B. Approve Claims Docket – **Exhibit B****
 - 1. Computer Checks
Checks: 13842 - 13969
 - 2. Manual Checks/EFTs
Checks: 13838 - 13841
 - 3. Payroll Checks:
Checks: 0-0 EFTs: 0-0 – May 14, 2025
Disbursement/Manual Checks: 0-0– April 14, 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 Oath of Office for Police Officer Lauren Martinson
 - 2. Accept Oath of Office for Deputy City Clerk Sally Hodges
 - 3. Authorize to promote Brittany Baker Shipp to Municipal Court Clerk effective May 30, 2025
 - 4. Authorize to change status of Parks Department employee Alex Jackson from part-time/seasonal to full-time effective May 15, 2025
 - 5. Authorize to hire Alex Boteler as part-time/seasonal employee for the Parks Department effective May 21, 2025
 - 6. Authorize to rehire Lucy Weber as City Hall Assistant effective May 16, 2025
 - 7. Authorize to hire Jolie E. Hays as part-time/seasonal employee for the Mayor & Board Department effective May 19, 2025
 - 8. Authorize to hire Jaden Cavett as full-time Street Department Laborer effective May 21, 2025
- D. Accept the following monthly departmental reports: - **Exhibit D****
 - 1. Fire Department – April 2025

- E. Accept the following Amendment to Irrevocable Standby Letters of Credit:- **Exhibit E**
 - 1. Equity Mortgage Corporation, Letter of Credit No. 25-025, Reunion, Kensington Block "V" Phase II
 - 2. Equity Mortgage Corporation, Letter of Credit No. 24-025, Reunion, Lakeshire Block "Y"
- F. Adopt Resolution acknowledging removal of fluoride from the City of Madison water treatment system – **Exhibit F**
- G. Authorize professional services agreement with Constangy, Brooks, Smith, & Prophete LLP – **Exhibit G**
- H. Authorization for Police Department to renew the annual training software agreement with PowerDMS - **Exhibit H**
- I. Approve request of Emergency Watershed Program funding to restore damages sustained in City of Madison by storms of April 6, 2025 regarding Bear Creek tributary near Cold Creek Hollow – **Exhibit I**
- J. Approve change request from Pickering Firm of named project engineer on Highland Colony Signals project to Rick Ferguson – **Exhibit J**
- K. Approve signatures of authority for City sponsor requests of Federal Aviation Administration grants – **Exhibit K**
- L. Authorization for Police Department to submit the 2024 National Incident Based Reporting System report to the Federal Bureau of Investigation on crime statistics - **Exhibit L**
- M. Accept quotes regarding project to remove 155 trees from St. Augustine Road, Rice Road, and Madison Avenue and award lowest quote to Eaves Enterprises, LLC – **Exhibit M**
- N. Approve change request from Pickering Firm of named project engineer on Strawberry Patch Park sidewalk project to Rick Ferguson – **Exhibit N**
- O. Accept quotes for Street Department to purchase one (1) Ranger 260 MPX Welder and award lowest quote to Revell Supply Group – **Exhibit O**
- P. Authorize Mayor to approve best of two (2) quotes received by May 31, 2025 for fence installation around new Splash Pad at Liberty Park
- Q. Adopt Resolution for Cast Stone Commercial Services as a single source vendor regarding Pre-Cast Stone products for design and production – **Exhibit P**
- R. Accept quotes regarding Lease Purchase Equipment in attached documentation, and award Trustmark as lowest quote - **Exhibit Q**
- S. Approve Planning & Zoning Commission Meeting Minutes from the March 10, 2025 and April 14, 2025 meetings – **Exhibit R**
- T. Appoint Lois Cooper to position on Madison Square Redevelopment Authority
- U. Adopt Resolution ratifying sole source purchase – **Exhibit S**

Alderman Jarvis 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

Special Exception for Lagree Fitness Studio/Exercise Studio in O-M district – (2025-0002S)-APPROVED

Ms. Guyton presented the request of Susan Albritton for a Special Exception for operation of a Fitness Studio/Exercise Studio in O-M zoning. Upon recommendation of approval from Ms. Guyton, Alderman Strain made the motion to grant approval of the special exemption. Alderman Bowering seconded the motion, and the vote of approval was unanimous. Mayor Hawkins Butler declared the motion carried.

Variance for cabana structure to increase height from 10 feet to 17 feet – 119 Winterbury Drive – (2025-0006V)-APPROVED

Ms. Guyton presented the request of Keith and Camille Young for a variance for an accessory structure height increase from 10 feet to 17 feet, for a cabana. Upon recommendation of approval from Ms. Guyton, Alderman Strain made the motion to grant approval of the variance. Alderman Jarvis seconded the motion, and the vote of approval was unanimous. Mayor Hawkins Butler declared the motion carried.

Preliminary Plat – Park Hill Subdivision - APPROVED

Ms. Guyton presented the request of Ron McMaster, Jr, for the approval of the preliminary plat of Park Hill Subdivision located at the northwest section of Rice Road and Madison Avenue. Upon recommendation of approval from Ms. Guyton, Alderman Jarvis made the motion to grant approval of the preliminary plat. Alderman Tatum seconded the motion, and the vote of approval was unanimous. Mayor Hawkins Butler declared the motion carried.

Final Plat – Kensington Block V, Phase II at Reunion - APPROVED

Ms. Guyton presented the request for the approval of the final plat of Kensington Block V, Phase II at Reunion which would be subject to final punch list at completion. Upon recommendation of approval from Ms. Guyton, Alderman Bowering made the motion to grant approval of the final plat subject to final punch list at completion. Alderman Strain seconded the motion, and the vote of approval was unanimous. Mayor Hawkins Butler declared the motion carried.

Final Plat – Lakeshire Block Y Reunion - APPROVED

Ms. Guyton presented the request for the approval of the final plat of Lakeshire Block Y Reunion which would be subject to final punch list at completion. Upon recommendation of approval from Ms. Guyton, Alderman Bowering made the motion to grant approval of the final plat subject to final punch list at completion. Alderman Tatum seconded the motion, and the vote of approval was unanimous. Mayor Hawkins Butler declared the motion carried.

Authorize Building Permit – Bean Coffee Shop - APPROVED

Ms. Guyton presented the request of Bridgforth Rutledge for the request to issue a building permit for the Bean Coffee Shop located on Madison Avenue, Madison Marketplace as approve elevation and colors. Upon recommendation of approval from Ms. Guyton, Alderman Jarvis made the motion to authorize the building permit as approved elevation and colors. Alderman Tatum seconded the motion, and the vote was unanimous. Mayor Hawkins Butler declared the motion carried.

EXECUTIVE SESSION

Mayor Hawkins Butler requested a motion to enter an Executive Session to discuss possible litigation. Alderman Bowering moved to go into Executive Session for the purpose of discussing possible litigation. Alderman Strain seconded the motion. The vote was unanimous in favor of approval. Mayor Hawkins Butler declared the motion carried and asked that the room be vacated.

Upon conclusion of discussion, Mayor Hawkins Butler asked for a motion to end the Executive Session. Alderman Strain made the motion, seconded by Alderman Hudgins and unanimously approved by all Board members. 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 Jarvis and unanimously approved by all Aldermen. Mayor Hawkins Butler declared the motion carried and the meeting was adjourned.

Mary H. Butler
Mary Hawkins Butler, Mayor

Attest:

J. Nathan Hanson
J. Nathan Hanson, City Clerk

