

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

**July 18, 2017**

**STATE OF MISSISSIPPI  
COUNTY OF MADISON**

**INTRODUCTION AND ATTENDANCE**

The first regular monthly meeting of the Mayor and Board of Aldermen of the City of Madison, Mississippi was held Wednesday, July 5, 2017 in the Municipal Courtroom at the Madison Justice Complex and was recessed. The reconvened meeting was held at the second regular monthly meeting of the Mayor and Board of Aldermen of the City of Madison, Mississippi on Tuesday, July 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, Mike Hudgins, 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.

Mayor Mary Hawkins Butler called the meeting to order stating that it was a continuation of the meeting recessed on July 5, 2017. After the invocation led by Alderman Jacobs and the Pledge of Allegiance led by Alderman Peeler, the meeting proceeded as follows:

**ADMINISTRATION – CONSENT AGENDA - *Approved***

Concerning the Consent Agenda, the Mayor asked if there were any items which needed to be removed for discussion. There were no items removed for discussion; however Alderman Strain stated that he would like to recuse himself from the vote on the Consent Agenda due to a conflict of interest regarding Item I involving his current full-time employer. Alderman Strain left the meeting room.

Alderman Bowering made the motion to approve the Consent Agenda as follows:

**CONSENT AGENDA**

- A. Accept Meeting Minutes:**
  - 1. First Regular Board Meeting – July 5, 2017
  - 2. Special Called Board Meeting – June 30, 2017
  - 3. Special Called Board Meeting – July 5, 2017
  - 4. Planning and Zoning Commission Meeting – June 12, 2017 – **Exhibit A**
- B. Approve Claims Docket – **Exhibit B****
  - 1. Computer Checks
    - #115392 - #115439 - (07/14/2017)
    - #115440 - #115604 - (07/18/2017)
  - 2. Payroll Checks – (06/23/2017)
    - #25766 - #25989
- C. Acknowledge and authorize City Clerk Susan Crandall to sign BancorpSouth Bonds Destroyed Notice – **Exhibit C****
- D. Accept the following departmental reports: - **Exhibit D****
  - 1. Administration and Finance – Financials through June 2017
  - 2. Fire Department – June 2017
- E. Accept the following departmental changes per terms of the Status/Payroll Change Report on file in the Office of the City Clerk: - **Exhibit E****
  - 1. Authorization to hire Caleb E. Goodwin, Police Department Dispatcher/Deputy Court Clerk, effective July 24, 2017
  - 2. Authorization to hire Keith Williams, Police Officer effective August 1, 2017
  - 3. Accept retirement of Richard Zimmerman, Water Department Operations Manager effective June 30, 2017



4. Accept resignation of Hunter Kilpatrick, Water Department effective July 27, 2017
  5. Accept termination of Betty Sumrall, Building Permits Clerk effective July 10, 2017
  6. Accept resignation of Paula Bounds, Building Permits Clerk effective July 12, 2017
  7. Approval of salary adjustments for elected City officials
  8. Authorization to hire Alonzo D. Wilder, Street Department Laborer effective July 20, 2017
  9. Authorization to hire D. William (Bill) Foshee, Building Permits & Code Enforcement (Rental Inspections) effective July 11, 2017 (part-time)
  10. Authorization to hire Rebecca Chadic, Building Permits Clerk effective July 12, 2017 (part-time)
  11. Authorization to hire Janie Jarvis, Mayor's Office, effective July 11, 2017 (part-time)
- F. Accept Oath of Office for Christian S. Travis, Police Officer – **Exhibit F**
- G. Authorization for Police Department to auction the following vehicles: - **Exhibit G**
1. 2005 Chevrolet Cobalt, VIN 7467
  2. 1989 Chevrolet Carryall Van, VIN 9152
- H. Approval of July and August Training and Travel Calendar for Police Department – **Exhibit H**
- I. Approval of and authorization for Police Department to apply for and execute documents for MS Department of Public Safety Council on Aging (TRIAD) for the FY2017-2018 grant – **Exhibit I**
- J. Approval of quotes and authorization to Fire Department to purchase Mako compressor equipment from Central Alabama Training Solutions in the amount of \$21,950.00 – **Exhibit J**
- K. Accept Letter of Credit from Brashear Creek, LLC for Fountains of Madison in the amount of \$150,000.00, expiring July 6, 2018 – **Exhibit K**
- L. Approval of and authorization for City Clerk/Finance Director to execute credit application with Enhanced Environmental & Emergency Services for the Fire Department – **Exhibit L**
- M. Approval of POD Temporary Storage Unit Permit to be located at 134 Northbay Place for a period of 2 to 3 weeks – **Exhibit M**
- N. Accept Fire Department's updated employment process for firefighter personnel – **Exhibit N**
- O. Authorization to execute Amendment to Real Estate Service Contract with Don McLemore, PC, adding Josh Cook as authorized personnel in performance of Hoy Road Appraisal and Acquisition Agreement (no increase in compensation or extension of time) – **Exhibit O**
- P. Approval of and authorization for Mayor and City Clerk to sign Mississippi Department of Transportation (MDOT) applications for permits to perform work on State right-of-ways – **Exhibit P**
- Q. Approve appointment of Alderman-at-Large Warren Strain to serve as Mayor Pro Tempore for the 2017-2021 term
- R. Approve and authorize Mayor to execute Full Maintenance Release Agreement Letter for Project No. STP-6926-00(004)LPA/105507, Old Canton Road Widening – **Exhibit Q**
- S. Approve increase in height for St. Catherine's nursing facility addition from 35' to 60'8"

Alderman Tatum seconded the motion approving the Consent Agenda 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**

### **Variance, Jason and Meredith Walker, 17 Napa Valley Circle - Approved**

Community Development Director Kianca Stringfellow presented the variance request of Jason and Meredith Walker for a decrease in rear yard depth from 25' to 20" to accommodate the construction of an addition to their existing home. Ms. Stringfellow stated that this request has been recommended for approval by



the Planning and Zoning Commission, the Trace Vineyard Homeowners Association and the Walker's surrounding neighbors. Alderman Jacobs made the motion to grant approval of the variance as requested. Alderman Strain seconded the motion and the vote was unanimous in favor of approval. Mayor Hawkins Butler declared the motion carried. Documentation relevant to this request is attached hereto and incorporated herein as **Exhibit R**.

**Site Plan – Diana Fountains Real Estate, LLC - Approved**

Community Development Director Kianca Stringfellow presented the request of Diana Fountains Real Estate, LLC for the proposed construction of a medical clinic to be located on Lot 7, Fountains Boulevard. Ms. Stringfellow indicated that the Planning and Zoning Commission recommended approval of this site plan. Alderman Hudgins made the motion to approve the site plan as requested. Alderman Strain seconded the motion and the vote was unanimous in favor of approval. Mayor Hawkins Butler declared the motion carried. Documentation relevant to this request is attached hereto and incorporated herein as **Exhibit S**.

**Site Plan, Site Catherine's Village, Skilled Nursing Facility - Approved**

The site plan for construction of a 60-bed skilled nursing facility at St. Catherine's Village was presented by Ms. Stringfellow. This site will house a facility for in-patient recovery from injury and medical procedures. It was noted that the Planning and Zoning Commission recommended approval of the site plan and after brief discussion Alderman Tatum made a motion to grant approval of the site plan as presented. The motion was seconded by Alderman Hudgins and the vote was unanimous in favor of approval. Mayor Hawkins Butler declared the motion carried. Documentation regarding this request is attached hereto and incorporated herein as **Exhibit T**.

**ENVIRONMENT AND DESIGN DEPARTMENT**

**Concept Design, New Entrance for Sunnybrook Retirement Home - Approved**

Director of Environment and Design Alan Hoops presented the concept design drawings for the proposed, new entrance to Sunnybrook Retirement Home. After review of the drawings and brief discussion, the motion was made by Alderman Tatum to grant approval of concept plan, as presented, contingent upon approval of all staff notes. Alderman Bowering seconded the motion. The vote was unanimous in favor of approval and Mayor Hawkins Butler declared the motion carried. Documentation relevant to this request is attached hereto and incorporated herein as **Exhibit U**.

**Architectural Design and Building Permit, Medical Office Building, Lot 7 Fountains of Madison - Approved**

Mr. Hoops also presented the request of developer Wilson LaFoe and Wier Boerner Allin Architecture for the architectural design and permission to issue a building permit for construction of a new medical office building to be located on Lot 7 of Fountains of Madison. After brief discussion, Alderman Strain made a motion to grant approval of both the architectural design for the medical office and to grant authority to issue the building permit. The vote was unanimous in favor of approval and Mayor Hawkins Butler declared the motion carried.

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

  
Mayor Mary Hawkins Butler

Attest:

  
Susan B. Crandall, City Clerk