

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

September 19, 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, September 19, 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, Steve Hickok, Mike Hudgins, Guy Bowering, and Warren Strain, City Attorney Dale Danks, City Attorney John Hedglin, City Clerk/Director of Finance and Administration Susan Crandall and Chief Deputy City Clerk Lisa Winstead. Alderman Ken Jacobs was absent.

Mayor Mary Hawkins Butler called the meeting to order. After the invocation led by Mr. Denson Robinson and the Pledge of Allegiance led by Alderman Tawanna Tatum, the meeting proceeded as follows:

PRESENTATION TO CITY ATTORNEY JOHN HEDGLIN

Mayor Hawkins Butler presented a proclamation to City Attorney John Hedglin commemorating his retirement and proclaiming September 19, 2017 as John Hedglin Day in the City of Madison. She praised him for his many years of dedicated service and friendship to the City, its employees, and its citizens. Mr. Louis Pelegre was also present at the meeting and thanked Mr. Hedglin for his years of dedicated service to the Madison Redevelopment Authority.

In addition, the Mayor introduced the newly appointed Public Works Director Joe Welch, Building Official Ken Wilbanks and City Attorney Dale Danks.

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 removals and Alderman Hudgins made the motion to approve the Consent Agenda as follows:

CONSENT AGENDA

- A. Accept Meeting Minutes:
 - 1. First Regular Board Meeting – September 5, 2017
 - 2. Special Called Board Meeting – September 13, 2017
 - 3. Planning & Zoning Commission – August 14, 2017 – **Exhibit A**
- B. Approve Claims Docket – **Exhibit B**
 - 1. Computer Checks – *09/19/2017*
116137-116280
 - 2. Manual Checks – *August 2017*
321-326; 17540-17580
 - 3. Payroll Checks
26911-27128 – *09/15/2017*
- C. Accept the following proofs of publication: - **Exhibit C**
 - 1. Resolution Fixing Ad Valorem Tax Levies (*Journal*)
- D. Accept the following departmental changes per terms of the Status/Payroll Change Report on file in the Office of the City Clerk: - **Exhibit D**
 - 1. Authorization to hire Roderick Bridges, Jr. as Building Inspector effective September 7, 2017
 - 2. Accept resignation of Police Officer Jesseka Moore effective September 7, 2017
 - 3. Accept resignation of Judith Johnson, Records Clerk effective September 14, 2017

4. Authorization to hire Daniel Rawson, Police Dispatcher/Deputy Court Clerk Laborer effective September 20, 2017
5. Authorization to hire Sean Michael Haddakin, Police Officer effective October 2, 2017
6. Authorization to hire Artha Washington, Street Dept. Laborer effective September 20, 2017
- E. Authorization of the following inventory changes: - **Exhibit E**
 1. Remove from Police Department inventory (*no longer serviceable*):
 - a.) LG air conditioner/heater 12,000 BTU, Property #9037
 - b.) Emerson TV/VCR, Property #7259
 2. Remove from Police Department inventory:
 - a.) 2013 Dodge Charger, VIN#8357, Property #8894 (*insurance totaled*)
- F. Accept Certificates of Liability for Hemphill Construction Company, Inc. – **Exhibit F**
- G. Accept Certificate of Deposit (\$47,000.00) from Hemphill Construction Company in lieu of Letter of Credit for Welch Farms Road Extension & Liberty Park Drainage Improvements – **Exhibit G**
- H. Rescind action of September 5, 2017 denying the request of Gaye Stancel, 322 Cobblestone for a variance to decrease side yard width from 10' to 4' for construction of an accessory building and grant approval of original request – **Exhibit H**
- I. Authorization to revise Personnel Policies to allow hourly paid Firefighters to carry over a maximum of 480 vacation hours
- J. Approval of and authorization for City Clerk to execute contract with Southern Administrators and Consultants for cafeteria plan administration – **Exhibit I**
- K. Approval of and authorization for City Clerk to execute Immunization Service Agreement with Walgreens for provision of flu vaccinations – **Exhibit J**
- L. Approval Fire Department Training Calendar for September – October 2017 – **Exhibit K**
- M. Confirm Poore's Pass as public road between Welch Farms Road and Rosa Scott School parking lot and authorize numbering of street address for Rosa Scott School
- N. Authorization for Mayor to Execute Notice in substantially attached form to Madison Air Center, LLC concerning termination of payments for leased facilities – **Exhibit L**
- O. Accept the following departmental reports: - **Exhibit M**
 1. City Clerk/Finance & Administration – Financials through August 2017
 2. City Clerk/Finance & Administration – Privilege Licenses, July-August 2017
- P. Approve Collins, Barr & Hembree Engagement Letter for the Fiscal Year 2017 Audit – **Exhibit N**
- Q. Authorization to appoint Bruce Bartley as a member of the Planning and Zoning Commission
- R. Accept Oaths of Office for Planning and Zoning Commission members Terry McMullen and Nelwyn Madison – **Exhibit O**
- S. Approval of and authorization for Public Works Director to execute letter to MS Department of Transportation (MDOT) concerning the bridge on Madison Avenue at Brashear Creek – **Exhibit P**
- T. Authorization for City Attorney to file for appeal of the MS Department of Employment Security (MDES) decision regarding William Grady Millsaps

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.

COMMUNITY DEVELOPMENT

Special Exception, Zaxby's Restaurant - Approved

Director of Community Development Kianca Stringfellow presented the request of W. P. Holdings of Mississippi, LLC for a special exception for a drive-through at the Zaxby's Restaurant to be located on Lot 4, Grandview East Retail

Development. She indicated that the site plan had been previously approved and recommended approval of the special exception request based upon conditions outlined in the staff notes. Alderman Bowering made a motion to grant approval of this request contingent upon the staff notes. Alderman Hudgins seconded the motion and the vote was unanimous in favor of approval. Documentation relevant to this request is attached hereto and incorporated herein as **Exhibit Q**.

Special Exception, CSpire/Starbucks - Approved

The request of J. Alan Grant/The Cress Group, for a special exception for a drive-through on the northwest corner of the Starbucks at Highland Colony Parkway/Baptist Drive was presented by Ms. Stringfellow. After brief discussion, Alderman Strain made the motion to grant approval of this special exception request contingent upon conditions of the staff notes. Alderman Tatum seconded the motion. The vote was unanimous in favor of approval and Mayor Hawkins Butler declared the motion carried. Documentation concerning this request is attached hereto and incorporated herein as **Exhibit R**.

Plat Amendment, Cedarport Subdivision - Approved

Ms. Stringfellow explained the request of Mary E. and Joseph H. Porter, III concerning the plat amendment for Lot 10, Cedarport Subdivision. She explained that the Porters requested the division of this 4.58-acre lot into two separate lots of 2.58 acres and 2 acres. She indicated that all surrounding residents, the homeowners associated and the Planning and Zoning Commission had all recommended approval. The motion was made by Alderman Strain to grant approval of the plat amendment as requested. Alderman Bowering seconded the motion and the vote was unanimous in favor of approval. Mayor Hawkins Butler declared the motion carried. Document relevant to this request is attached hereto and incorporated herein as **Exhibit S**.

EXECUTIVE SESSION

At this time, Mayor Mary Hawkins Butler requested to enter into a Closed Session to determine if an Executive Session would be appropriate regarding a matter of potential litigation. Alderman Hickok made the motion, seconded by Alderman Tatum and unanimously approved by all Board members. The Mayor declared the motion carried and requested that the public vacate the room.

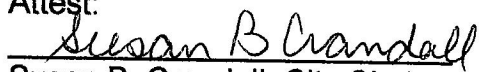
After brief discussion, it was determined that an Executive Session would be appropriate for discussion of a matter of potential litigation. The public was invited to return to the room to hear the motion as follows: Alderman Hickok moved to go into Executive Session for the purpose of discussing a matter of pending litigation and personnel issues. Alderman Bowering seconded the motion. The vote was unanimous in favor of approval. Mayor Hawkins Butler declared the motion carried and once again asked that the room be vacated.

City Attorney John Hedglin brought the Mayor and Board up-to-date concerning the potential litigation involving Tulane University. He stated that he had received a phone call from Tulane's attorney, Bill Reed regarding the demand letter the City sent to Tulane and asking for documentation to back up its claims.

After brief discussion of the matter was concluded, Mayor Hawkins Butler asked for a motion to end the Executive Session and declare the Board meeting adjourned. Alderman Strain made the motion, seconded by Alderman Hudgins and unanimously approved by all Board members. Mayor Hawkins Butler declared the motion carried and the meeting was adjourned.


Mayor Mary Hawkins Butler

Attest:


Susan B. Crandall, City Clerk