

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

September 2, 2025

**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 on Tuesday, September 2, 2025 at 6:00 p.m. in the Boardroom of City Hall at 120 Montgomery Street. Those present in the Boardroom were Mayor Mary Hawkins Butler, Aldermen Sandra Strain, Tawanna Tatum, Pat Peeler, Janie Jarvis, Paul Tankersley, Mike Hudgins, and Guy Bowering, City Attorney Chelsea Brannon 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 Guy Bowering and the Pledge of Allegiance led by Janie Jarvis, the meeting proceeded as follows:

PRESENTATION TO MADISON CENTRAL BOYS BASEBALL TEAM

Mayor Hawkins Butler welcomed members of the Madison Central Boys Baseball Team and their coaches. She commended them and presented them with Certificates of Recognition for having received the State championship title for 2025.

**PUBLIC HEARING ON THE PROPOSED BUDGET AND PROPOSED TAX LEVIES
FOR THE UPCOMING FISCAL YEAR FOR THE CITY OF MADISON, MISSISSIPPI**

Mayor Hawkins Butler opened the Public Hearing concerning the proposed Fiscal Year 2026 budget and tax levies. She asked if there was anyone present who wished to comment or ask questions. There was none and the Public Hearing was declared closed.

**RESOLUTION FIXING THE AD VALOREM TAX LEVIES FOR THE REAL, PERSONAL,
VEHICLE AND PUBLIC UTILITY PROPERTY FOR TAXES FOR THE CITY OF
MADISON, MADISON COUNTY, MISSISSIPPI**

A motion was made by Alderman Bowering to adopt the afore mentioned Resolution as presented. Alderman Strain seconded the motion, and the vote was unanimous in favor of approval. Mayor Hawkins Butler declared the motion carried. The Resolution is attached hereto as **Exhibit A**.

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:-Exhibit B**
 - 1. Minutes of Second Regular Board Meeting – August 19, 2025
- B. Approve Claims Docket-Exhibit C**
 - 1. Computer Checks
 - Checks: 15162-15300 EFTs: 396
 - 2. Manual Checks
 - Checks:
 - 3. Payroll Checks:
 - Checks/Disbursements: 2620-2645 EFTs: 39557-39566
- 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 D**
 - 1. Accept Resignation of Parks Department Laborer Dillon Elmore effective August 19, 2025

2. Accept Resignation of Parks Department Laborer Korey Robinson effective August 15, 2025
3. Accept Termination of Street Department Laborer Tracy Brown effective August 20, 2025
4. Authorization to hire Matthew Elijah McMillian as Full-Time Police Officer effective September 15, 2025
5. Accept Oath of Office for Municipal Court Clerk Brittany Baker-Shipp
6. Authorization to hire Anna Cannon as Full-Time Water Department Clerk effective September 4, 2025
- D. Authorize and Approve Fire Department to remove from inventory equipment that is no longer serviceable in attached memorandum and dispose of equipment-**Exhibit E**
- E. Authorize and Approve travel to Biloxi, Mississippi for Firefighter Cody Moss for Paramedic training at MEMS conference October 12-15, 2025
- F. Authorize and Approve Fire Department to purchase Visual Pre Plans from ImageTrend for Fire Department computer software-**Exhibit F**
- G. Authorize and Approve use of Term Bid pricing for repairs to five (5) sinkholes in Hoy Farms, Tidewater, and Charleston-**Exhibit G**
- H. Authorize and Approve Change Order #1 regarding the Tisdale Pump Station and Force Main 72-2-CW-5.5 Project-**Exhibit H**
- I. Authorize and Approve Pay Application #3 regarding the Strawberry Patch Park Area Sidewalk STP-0047-00(043) Project-**Exhibit I**
- J. Authorize and Approve Police Department to remove and destroy four (4) radios no longer in working order or compatible with radio system-**Exhibit J**
- K. Accept Quotes and Award Quote to Eagle Pipe as lowest quote for four-hundred (400) feet of 24in pipe by Street Department for drainage pipe replacement project -**Exhibit K**
- L. Authorize and Approve appointment of Kianca Guyton as ADA/Section 504 Coordinator and Title VI Coordinator and to sign the Mississippi Department of Transportation Annual Title VI Assessment-**Exhibit L**
- M. Authorize and Approve Mayor to sign the Mississippi Department of Transportation Annual Title VI Assessment and Non-Discrimination Agreement-**Exhibit M**
- N. Approval of Temporary Storage Units Permit for PODs for the following:-**Exhibit N**
 1. 123 Sumac Drive – July 24, 2025 until house work complete
 2. 1016 Jasper Cove – August 18, 2025 – September 30, 2025
- O. Accept the following monthly departmental reports:-**Exhibit O**
 1. Police Department – July 2025
- P. Accept the following Amendment to Irrevocable Standby Letters of Credit:-**Exhibit P**
 1. Trustmark Bank, Letter of Credit No. 22-084-SP, Whittington, Phase 3
 2. Trustmark Bank, Letter of Credit No. 18-045-SP, Whittington, Phase 2
 3. Trustmark Bank, Letter of Credit No. 24-055-SP, Whittington, Phase 4
- Q. Adopt Resolution Authorizing the use of Municipal Funds to purchase full page advertisement for 2026 Madison Central Yearbook-**Exhibit Q**
- R. Accept Lease Purchase Quotes and Award Quote to Trustmark Bank for lease purchase items in attachment memorandum-**Exhibit R**
- S. Order by the Board of Aldermen of the City of Madison, Mississippi to Remove the Penalties Assessed for Cleaning Private Property and for Related Purposes -**Exhibit S**
- T. Authorize and Approve signatures for EWP Project NR254423XXXXC036 documents in relation to Cold Creek Hollow project-**Exhibit T**
- U. Authorize and Approve appointing Kianca Guyton as Interim ADA Coordinator and Interim Title VI Coordinator
- V. Resolution to Authorize Execution of an Easement to Main Street Madison, LLC for the Purpose of Establishing Additional Parking Available for Public Use, Subject to the City Attorney's Review and Approval of the Easement and the City's Approval of the Construction Plans-**Exhibit U**
- W. Approve Engagement Letter with Jones Walker related to Small Cell Technology -**Exhibit V**

Alderman Strain seconded the motion to approve the Consent Agenda and the vote was unanimous in favor of approval. Mayor Hawkins Butler declared the motion carried

PUBLIC HEARING FOR CLEANING OF PRIVATE PROPERTY

Mayor Hawkins Butler opened the public hearings for discussion of privately owned properties as follows. Cleaning Resolutions are attached hereto as **Exhibit X**.

520 Meadow Lane – RESOLUTION ADOPTED

Code Enforcement Officer Guy Strickland stated that letters had been mailed to the property owners and the property was posted for public hearing. The property appears to be abandoned. Mr. Strickland requested a cleaning resolution be adopted for this property. No one from the public was present to address the matter. The motion was made by Alderman Strain to adopt a Cleaning Resolution. Alderman Jarvis seconded the motion and the vote was unanimous in favor of approval. Mayor Hawkins Butler declared the motion carried.

Lot 35, Wind Dance Drive – RESOLUTION ADOPTED

Code Enforcement Officer Guy Strickland stated that letters had been mailed to the property owners and the property was posted for public hearing. Mr. Strickland stated that there has been no response and requested a cleaning resolution be adopted for this property. No one from the public was present to address the matter. The motion was made by Alderman Bowering to adopt a Cleaning Resolution. Alderman Tatum seconded the motion and the vote was unanimous in favor of approval. Mayor Hawkins Butler declared the motion carried.

409 Hawthorne Drive – RESOLUTION ADOPTED

Code Enforcement Officer Guy Strickland stated that letters had been mailed to the property owners and the property was posted for public hearing. Mr. Strickland stated that per the owners father Larry Howard that they are letting the property be reposed and requested a cleaning resolution be adopted for this property. No one from the public was present to address the matter. The motion was made by Alderman Tankersley to adopt a Cleaning Resolution. Alderman Tatum seconded the motion and the vote was unanimous in favor of approval. Mayor Hawkins Butler declared the motion carried.

458 Sundial Road – RESOLUTION ADOPTED

Code Enforcement Officer Guy Strickland stated that letters had been mailed to the property owners and the property was posted for public hearing. Mr. Strickland stated that there has been no response and requested a cleaning resolution be adopted for this property. No one from the public was present to address the matter. The motion was made by Alderman Strain to adopt a Cleaning Resolution. Alderman Jarvis seconded the motion and the vote was unanimous in favor of approval. Mayor Hawkins Butler declared the motion carried.

17 Sandalwood Drive – RESOLUTION ADOPTED

Code Enforcement Officer Guy Strickland stated that letters had been mailed to the property owners and the property was posted for public hearing. Mr. Strickland stated that while the property's yard is cut now, there have been issues prior with maintaining the property. It is apparent that the property is not being routinely checked on since it has been purchased by the current owners. Mr. Strickland requested a cleaning resolution be adopted for this property. The property owner sent friend Eugenia Vazquez to speak on behalf of him. Mrs. Vazquez stated that the property owner had hired someone to take care of the property but they had not been doing a good job and he had felt scammed out of his money. Mrs. Vazquez said that the property owner has fired that person and hired someone new to take care of the property. Mrs. Vazquez also said that the property owner gives the city permission to do the resolution so that the property is maintained. The Sandalwood Home Owners Association President Olivia Renfro was present and proceeded to give an update on the issues with the property. Mrs. Renfro stated that there had been a refrigerator out in front of the property for some time and that another resident had to move the refrigerator into the open garage of the property. Mrs. Renfro stated that there are foundation issues with the property, and that there is a concern of safety as the home is not closed off. Mrs. Renfro also stated that there appears to be mold inside the home as well. The Home Owners Association wants the owners to properly maintain the property while also in favor of the city adopting a cleaning resolution. Mrs. Renfro also stated that it was the intention of the Home Owners Association of Sandalwood to work with the city attorney to attempt

to condemn this property. Mayor Hawkins Butler requested a copy of the letter that Mrs. Renfroe had with her, which was given to the city clerk. Mayor Hawkins Butler asked if the Home Owners Association had talked with the property owner about these issues, Mrs. Renfroe stated that attempts had been made to but no response from the property owners. Alderman Jarvis asked Mrs. Vazquez if the property owners planned to live there. Mrs. Vazquez stated that the property was purchased for their daughter but that the daughter now lives in Pearl, Mississippi. Mayor Hawkins Butler asked fi the property owners lived in the state of Mississippi, to which Mrs. Vazquez stated yes that they live in Ridgeland, Mississippi. Mayor Hawkins Butler suggested to both Mrs. Vazquez and Mrs. Renfroe that they should exchange information with each other to allow contact between the Home Owners Association and the property owners. Alderman Strain then made the comment to Mrs. Vazquez that she should advise the property owners to sell the property. City Attorney Brannon advised Mrs. Vazquez to relay to the property owners that based off the comments from Mrs. Renfroe and the letter from the Home Owners Association, that there would be enough grounds to have the city inspector go and inspect the property, which if the reported issues were found to be true could lead to condemnation of property. The motion was made by Alderman Jarvis to adopt a Cleaning Resolution. Alderman Bowering seconded the motion and the vote was unanimous in favor of approval. Mayor Hawkins Butler declared the motion carried.

COMMUNITY DEVELOPMENT

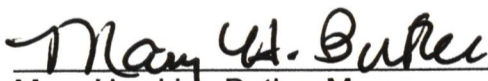
Elevations - Mississippi Race Timing - APPROVED

Mayor Hawkins Butler stated that Mississippi Race Timing, 123 Jones Street had submitted renderings for elevations and requested permission to issue a building permit. City Clerk Nathan Hanson displayed the renderings for the board and room. Alderman Hudgins made the motion to Approve Elevations and Permission to issue a Building Permit. 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 and hereto as **Exhibit Y**.

SPECIAL RECOGNITION

Mayor Hawkins Butler commended the work of the Police Chief Gene Waldrop and presented a plaque for special recognition upon receiving the first ever recipient of the Member of the Year from the Mississippi Chapter of the Federal Bureau of Investigation National Academy Associates.

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 Tatum and unanimously approved by all Aldermen. Mayor Hawkins Butler declared the motion carried and the meeting was adjourned.


Mary Hawkins Butler, Mayor

Attest:


J. Nathan Hanson, City Clerk

