

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

**January 16, 2018**

**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, January 16, 2018 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 Dale Danks, City Clerk/Director of Finance and Administration Susan Crandall and Chief Deputy City Clerk Lisa Winstead.

Mayor Hawkins Butler called the meeting to order. 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 and Alderman Hickok made the motion to approve the Consent Agenda as follows:

**CONSENT AGENDA**

- A. Accept Meeting Minutes:**
  - 1. First Regular Board Meeting – January 2, 2018
  - 2. Planning & Zoning Commission – December 11, 2017 – **Exhibit A**
- B. Approve Claims Docket – **Exhibit B****
  - 1. Computer Checks – 01/016/2018  
117418-117579
  - 2. Manual Checks – *December 2017*  
351-357; 17685-17726; 117297-117298
  - 3. Payroll Checks – 01/05/2018  
28734-28958
- C. Accept the following departmental changes per terms of the Status/Payroll Change Report on file in the Office of the City Clerk: - **Exhibit C****
  - 1. Accept retirement of Isiah McGee, Street Department effective January 4, 2018
  - 2. Accept termination of Curtis Potts, Street Department Laborer effective December 8, 2017
  - 3. Authorize military duty leave of absence for Firefighter Blakeney Wyman from February 1, 2018 – April 5, 2019
  - 4. Authorize military duty leave of absence for Police Officer Andrea Lacy from January 23, 2018 – Summer 2019
  - 5. Authorization to promote Carl Hartzog, Water Dept., from Crew Leader to Senior Crew Leader effective January 18, 2018
- D. Accept the following monthly departmental reports: - **Exhibit D****
  - 1. Administration & Finance – Financials through December 2017
  - 2. Fire Department – November 2017
  - 3. Parks Department – December 2017
- E. Approve Temporary Storage Permit for 127 Woodland Hills Blvd for the period of January 14, 2018 – February 1, 2018 – **Exhibit E****
- F. Adopt Resolution Adjudicating Cost of Cleaning Certain Real Property – 203 Breezy Hill Drive (Wright's Mill) (\$7,800.00) – **Exhibit F****

- G. Authorization for Police Department to renew and execute documents for the annual maintenance contract with Motorola Solution for infrastructure repair of dispatch site – **Exhibit G**
- H. Approval of and authorization for Mayor to execute Notice of Grant and Agreement Award, #68-3A75-18-014 with NRCS-NRCS for the project titled Annual Maintenance of Strawberry Patch House, 7578 Old Canton Road, Madison, MS for the period beginning with signature to September 30, 2018 – **Exhibit H**
- I. Authorization to renew Lease Agreement between the City of Madison and the Home Place for the period January 1, 2017 – December 31, 2026 – **Exhibit I**
- J. Approval of and authorization for Mayor to execute the Interlocal Cooperation Agreement Between Madison County, Mississippi and the City of Madison, Mississippi Regarding the Funding of Improvements to Streets in the Highwoods of Madison Subdivision – **Exhibit J**
- K. Authorization for Fire Department to renew and execute documents for annual maintenance service plan with Physio Control, Inc. for service of medical equipment – **Exhibit K**
- L. Authorization for the following training and travel: - **Exhibit L**
  - 1. Firefighters Nick Brooks, Brad Letchworth, Dwayne Meeks, and John Sledge to travel to Camp Shelby, MS from February 9-16, 2018 for training
  - 2. Jason Crocker, Water Dept, to attend Management and Technical Conference in Jackson, MS on March 26-29, 2018 for continued certification hours
  - 3. Police Department January 2018 training and travel calendar as attached
- M. Approval of the following special events and associated expenditures: - **Exhibit M**
  - 1. Senior Social Event, Madison Center for the Arts, March 15, 2018
  - 2. Easter in the Park, Strawberry Patch Park, March 24, 2018
- N. Authorization to remove one (1) 2013 Dodge Charger, VIN8355, Unit 1307 from Police Department inventory and sell at auction – **Exhibit N**
- O. Adopt Resolution Authorizing the Use of Municipal Funds to Buy Advertising from Madison County Distinguished Young Women in the sum of \$250.00 for a sponsorship ad in the 2018 program – **Exhibit O**
- P. Accept quotes for GPS mapping equipment and award the purchase to Earl Dudley, Inc. as lowest and best bidder – **Exhibit P**
- Q. Accept the following Irrevocable Standby Letters of Credit: - **Exhibit Q**
  - 1. Amendment No. Three to No. 16-015-SP, Phase 2-A Fontanelle Subdivision (extended to November 22, 2018)
  - 2. Letter of Credit No. 17-072-SP and Amendment No. One to No. 17-072-SP, Phase 2-B Fontanelle Subdivision (extended to November 22, 2018)
- R. Authorization for the Mayor and Board of Aldermen to attend the 87<sup>th</sup> Annual Mississippi Municipal League (MML) Conference June 25-27 in Biloxi, Mississippi
- S. Authorization to appoint Ken Wilbanks, Building Official as a member of the Water Appeals Board

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

#### **COMMUNITY DEVELOPMENT DEPARTMENT**

Director of Environment and Design Alan Hoops presented the site plan for Applicant, Ben Chiasson, PE. Of Duplantis Design Group on behalf of Crawford Farms Development, LLC for the Madison Retail Development at Welch Farms Road located at the southwest intersection of Main Street and Welch Farms Road. Mr. Hoops explained this site is the site of a proposed Newk's restaurant. He explained that the Planning and Zoning Commission recommends approval and asked that Board approval be contingent upon conditions of the staff notes being met including a modular retaining wall which will be landscaped. Alderman Strain made the motion to approve the site plan as presented, seconded by Alderman Tatum. 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 R**.

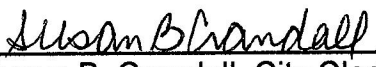
**APPEAL OF DENIAL OF THE PLANNING AND ZONING COMMISSION  
REGARDING MEMORY CARE FACILITY – MAINLAND COMPANIES, LLC**

Mayor Hawkins Butler addressed the matter of the appeal of denial of the application of Mainland Madison MCA, LLC regarding a proposed memory care facility. She stated that no one attended the Planning and Zoning Commission meeting to speak to the matter and that the Commission denied the request. An appeal of that denial has been filed and the hearing will be set for Tuesday, February 20, 2018. Mainland Madison MCA, LLC will be notified of the date and time of that hearing. Alderman Bowering made the motion to set the requested appeals hearing for Tuesday, February 20, 2018 as requested by the Mayor. Alderman Jacobs seconded the motion and the vote was unanimous in favor of approval. Mayor Hawkins Butler declared the motion carried. A copy of the letter of appeal is attached hereto and incorporated herein as **Exhibit S**.

With no further business for discussion, Mayor Hawkins Butler asked for a motion to declare the meeting adjourned. Alderman Strain made the motion to adjourn, seconded by Alderman Bowering and unanimously approved by all Aldermen. Mayor Hawkins Butler declared the motion carried and the meeting adjourned.

  
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Mayor Mary Hawkins Butler

Attest:

  
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Susan B. Crandall, City Clerk