

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

October 18, 2016

**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, October 18, 2016 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 Hawkins Butler called the meeting to order. After the invocation led by Rev. Grant Airinder and the Pledge of Allegiance led by Alderman Guy Bowering, 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 Strain made the motion to approve the Consent Agenda as follows:

CONSENT AGENDA

- A. Accept Board Meeting Minutes:
 - 1. First Regular Board Meeting – October 4, 2016
 - 2. Planning & Zoning Commission Minutes – September 12, 2016
- B. Approve Claims Docket – **Exhibit A**
 - 1. Computer Checks – *10/18/2016*
112468-112624
 - 2. Manual Checks – *September 2016*
243-248; 17092-17141; 112155-112156; 112297
 - 3. Payroll Checks
21303-21540 – *10/14/2016*
- C. Accept the following proofs of publication: - **Exhibit B**
 - 1. Public Notice – Garbage Collection Fund (*Herald*)
 - 2. Notice of Intent to Divert or Withdraw-Public Waters (*Herald*)
- D. Accept the following monthly departmental reports: - **Exhibit C**
 - 1. Administration & Finance Department – September 2016 Financials
 - 2. Fire Department – September 2016
 - 3. Parks Department – September 2016
- E. Approval of and authorization for City Clerk/Director of Finance to execute Credit Application updating account with Tire Engineers – **Exhibit D**
- F. Approval of and authorization for City Clerk/Director of Finance to execute Collins, Barr & Hembree, Ltd. Audit Engagement Letter for Fiscal Year 2016 – **Exhibit E**
- G. Approval of and authorization for Mayor to execute the MDOT Certification Form for Sub-Awards Executive Compensation Reporting for Transparency Act – **Exhibit F**
- H. Approval of specifications for legal advertisers – **Exhibit G**
- I. Accept and authorize execution of Public Depositors Annual Report for Fiscal Year 2016 – **Exhibit H**

- J. Accept the following departmental changes per terms of the Status/Payroll Change Report on file in the Office of the City Clerk: - **Exhibit I**
 - 1. Accept resignation of Stephen Coleman, Police Officer effective October 11, 2016
 - 2. Authorization to hire Eric Hartzog as a full-time Police Officer effective October 24, 2016
 - 3. Authorization to hire Martez D. Simpson as a full-time Police Officer effective October 24, 2016
 - 4. Accept Oath of Office for Jacob S. Walker, Deputy City Clerk-Accounting
- K. Approval of and authorization for Fire Chief to execute annual maintenance contract agreement with Physio-Control, Inc. – **Exhibit J**
- L. Approval of and authorization for Fire Chief to execute annual maintenance contract with Firehouse Software – **Exhibit K**
- M. Approval of and authorization for Police Chief to execute new two-year lease with Harley Davidson of Jackson for four (4) 2017 Harley Davidson motor units – **Exhibit L**
- N. Approval of and authorization for Police Chief to execute lease extension for the period of November 1, 2016 through January 31, 2017 for four (4) Harley Davidson motor units currently in use – **Exhibit M**
- O. Approval of and authorization for Police Chief to execute the transfer of service agreement form with MS Department of Information Technology Services for billing and maintenance of the NCIC system – **Exhibit N**
- P. Approval of and authorization for Police Chief to execute the FY2017 Agreement with the Organized Crime Drug Enforcement Task Force for use of state/local overtime and authorized expense/strategic initiative program – **Exhibit O**
- Q. Accept quotes and award to lowest quote from Applied Concepts, Inc. for the purchase of two (2) message boards for use by the Police Department – **Exhibit P**
- R. Approval of and authorization for Mayor to execute the Coleman Hammons Construction Company, LLC Change Order No. 6 (\$23,400.00) for AIP Project No. 3-28-0046-023-2015 to Construct Terminal Building and Site Work and Construct South Hangar at Bruce Campbell Field – **Exhibit Q**
- S. Approval of and authorization for Mayor to execute the Hemphill Construction Company, Inc. Periodic Estimate No. 3 Revised (\$947,614.30) for Old Canton Roadway Improvements, STP-6926-00(004)105507701- **Exhibit R**
- T. Approval of and authorization for Mayor to execute Resolution stating City supports/does not object to Madison County Board of Supervisors' proposed round-a-about at the intersection of Gluckstadt Road and Deweese Road – **Exhibit S**
- U. Approval of and authorization for Mayor to execute Application for Federal Assistance SF-424, Grant Pre-Applications for Bruce Campbell Field, Runway and Taxiway Lighting, Proposed FY2017 AIP Project – **Exhibit T**
- V. Authorization for City Prosecutor Trae Sims and City Attorney/Assistant Prosecutor John Hedglin to attend Attorney General's training conference in Choctaw, MS on October 26-28, 2016
- W. Approval of Police Department's in-service training calendar for October - December 2016 – **Exhibit U**
- X. Approval of and authorization for Mayor to execute agreement with Stantec for traffic signal re-timing analysis per the MS Department of Transportation's (MDOT) Memorandum of Understanding – **Exhibit V**
- Y. Authorization for Public Works Director Chad Wages to attend the 2017 MS APWA Conference in Biloxi, MS on October 20, 2016 – **Exhibit W**

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.

PUBLIC HEARING – CLEANING OF PRIVATE PROPERTY, 225 OAK BEND DRIVE – Resolution Adopted

Mayor Hawkins Butler opened the Public Hearing for discussion of the cleaning of private property located at 225 Oak Bend Drive in the Stonegate Subdivision. She called upon Code Enforcement Director George Ellmore to speak to the matter. He explained that on or about July 14, 2016, the second largest oak tree in the state fell at this address causing damage to this home and one neighboring home. Since that time,

the City has been working with the homeowners to address the property cleaning and repair of the home. Mr. Ellmore asked the Board to consider the adoption of a Resolution to have the property cleaned if the homeowners do not do so.

Mr. Grant Airinder of Greenville, Mississippi was present at the meeting and addressed the Mayor and Board concerning the matter. Mr. Airinder stated that the home was originally owned by his wife's mother and step-father, both of whom are now deceased. Ownership is now shared by his wife, Medicaid, and two foster children of his in-laws who are located out-of-state. Due to the process of negotiating with all parties involved, including the insurance company, and the probating of wills, the matter has not been resolved and cleaning of the property has not begun. He noted that the cost of tree removal only has been quoted at approximately \$21,000.

Also present at the meeting was Mary Robertson who resides at 246 Oak Bend Drive. She asked the Board to consider the placement of additional caution tape around the property for safety reasons. Mayor Hawkins Butler thanked her for bringing the matter to the Board's attention and stated that the matter would be addressed.

In addition, Harry and Janet Boswell of 221 Oak Bend Drive, were in attendance at the meeting. Mrs. Boswell asked about cleanup or restoration of the home after the tree debris is removed. Mayor Hawkins Butler assured her that the adoption of a Resolution would provide the authority for the City to have the property cleaned should the homeowners not do so.

Mayor Hawkins Butler closed the Public Hearing and recommended the adoption of a Resolution to have the property cleaned should the homeowner not do so. She stated that action on the Resolution would be deferred while Mr. Ellmore continued to work with the homeowners for a period of time. Alderman Jacobs made a motion to adopt the Resolution for the cleaning of private property located at 225 Oak Bend Drive. Alderman Peeler seconded the motion. The vote was unanimous in favor of approval and Mayor Hawkins Butler declared the motion carried. A copy of this Resolution is attached hereto and incorporated herein as **Exhibit X**.

FINAL PLAT APPROVAL – STONE LAKE SUBVIDISION - *Approved*

Assistant Director Glen Ivey presented the request for final plat approval for Stone Lake Subdivision and stated that the Public Works Department recommended approval. With no further discussion, Alderman Hudgins made the motion to grant approval of the final plat for Stone Lake Subdivision. Alderman Bowering seconded the motion and the vote was unanimous in favor of approval. Mayor Hawkins Butler declared the motion carried.

COMMUNITY DEVELOPMENT DEPARTMENT – SITE PLAN, BROADMOOR BAPTIST CHURCH OUTDOOR MINISTRY SPACE - *Approved*

Community Development Director Kianca Stringfellow presented the request of Broadmoor Baptist Church for the site plan approval for an outdoor ministry space. Also in attendance at the meeting was Mr. Riley Brown of Broadmoor Baptist Church. Ms. Stringfellow stated that the request had been recommended for approval by the Planning and Zoning Commission contingent upon review and approval by the MS Department of Environmental Quality (MDEQ). Alderman Bowering made the motion to grant approval of the site plan contingent upon MDEQ review and approval. Alderman Hudgins 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 Y**.

COMMUNITY DEVELOPMENT DEPARTMENT – VARIANCE, PRO BUILDING SYSTEM, LLC - *Approved*

Concerning the variance request of Pro Building System, LLC, Ms. Stringfellow explained that the variance is requested for aesthetics to increase fence height from 6' to 8' for the property located at 181 Ironwood Plantation Boulevard, Lot 30. She stated that the Planning and Zoning Commission recommended approval of this request and that the homeowners association had also submitted a letter of approval. Alderman Hickok made a motion to approve the variance in fence height from 6' to 8' for 181

Ironwood Plantation Boulevard. Alderman Tatum seconded the motion and the vote was unanimous in favor of approval. Mayor Hawkins Butler declared the motion carried. Copies of documentation regarding this request are attached hereto and incorporated herein as **Exhibit Z**.

COMMUNITY DEVELOPMENT DEPARTMENT – PRELIMINARY PLAT, WHITTINGTON, PHASES 1, 2, 3 - Approved

The request of Sanctuary Development, LLC for preliminary plat approval for Phases 1, 2, and 3 of Whittington development on 109 acres north of Sunnybrook was presented by Ms. Stringfellow. She explained that the Planning and Zoning Commission recommended approval of the preliminary plat contingent upon all issues of the staff notes being addressed and architectural review and approval by Alan Hoops, Director of Environment & Design. With no further discussion, Alderman Tatum made a motion to grant approval of the preliminary plat for Whittington, Phases 1, 2, and 3 contingent upon review and approval of the architectural design by Mr. Hoops and contingent upon staff notes being addressed including the addition of five foot sidewalks and square footage as agreed upon.

COMMUNITY DEVELOPMENT DEPARTMENT – SITE PLAN, ARCHITECTURAL DESIGN, GEORGIA BLUE - Approved

Direct or Community Development Kianca Stringfellow presented the request of Jason Ishee for site plan approval for the construction of an approximate 11,000 square foot building to be located near the proposed Marriott Hotel on Highland Colony Parkway. This building will house his Georgia Blue restaurant and a conference center. It was noted that the Mayor and Ms. Stringfellow met with Mr. Ishee who agreed to all conditions and changes outlined in the staff notes and that the Planning and Zoning Commission had recommended approval of the site plan.

With no further discussion, Alderman Jacobs made a motion to approve the site plan for Georgia Blue contingent upon conditions of the staff notes. Alderman Bowering seconded the motion and the vote was unanimous in favor of approval. Mayor Hawkins Butler declared the motion carried.

In addition, a motion was made by Alderman Bowering to approve the architectural design subject to review and approval by Alan Hoops, Director of Environment and Design. The motion was seconded by Alderman Strain 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 AA**.

COMMUNITY DEVELOPMENT DEPARTMENT – SITE PLAN, THE FORUM AT GRANDVIEW, PHASE 3B- Approved

With regard to the site plan for The Forum @ Grandview, Phase 3B, it was noted that the Planning and Zoning Commission recommended approval consistent with the concept plan for The Forum development. Alderman Strain made a motion to approve the site plan for The Forum @ Grandview, Phase 3B contingent upon conditions as outlined in the staff notes and consistent with the concept plan for The Forum development. Alderman Peeler 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 BB**.

COMMUNITY DEVELOPMENT DEPARTMENT – SITE PLAN, ALL CREATURES ANIMAL CARE CENTER- Approved

Ms. Stringfellow presented the request of All Creatures Animal Care Center for an additional parking lot at their clinic located at 262 New Mannsdale Road. After brief discussion, the motion was made by Alderman Hudgins to grant approval of the site plan for additional parking contingent upon receipt of a letter of approval from Broadmoor Baptist Church and sewer line location approval by the Public Works Department. 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 CC**.

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



Mayor Mary Hawkins Butler

Attest:



Susan B. Crandall, City Clerk