

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

October 2, 2018

**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, October 2, 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, Ken Jacobs, Steve Hickok, Mike Hudgins, Guy Bowering, and Warren Strain, City Attorney Dale Danks, and City Clerk/Director of Finance and Administration Susan Crandall. Alderman Patricia Peeler was absent.

Mayor Hawkins Butler called the meeting to order. She welcomed Mr. Bill Franks, President of the Classic Cruisers, who addressed the Board and the public regarding the upcoming 2018 Scarecrow Cruise and Car Show to be held September 19-21, 2018. He also honored Mr. Tom Ward, former member of the organization who was very instrumental in this event.

There was a presentation to the City by Senator Walter Michel and Representative Corey Wilson for being named The Most Successful City in Mississippi.

ADMINISTRATION – CONSENT AGENDA – APPROVED

Concerning the Consent Agenda, the Mayor asked if there were any items to be removed for discussion. There were no removals, but Aldermen Strain recused himself from voting on the Consent Agenda stating that Item S is an item that concerns an agreement with his current full-time employers. He left the meeting room at this time. Alderman Hickok moved to approve the Consent Agenda as follows:

CONSENT AGENDA

- A. Accept Board Meeting Minutes:**
 - 1. Second Regular Board Meeting – September 18, 2018
- B. Approve Claims Docket - **Exhibit A****
 - 1. Computer Checks – 10/02/2018
120335-120485
 - 2. Payroll Checks
33037-33074; EFT 9-206 - 09/28/2018
- C. Accept the following proofs of publication: - **Exhibit B****
 - 1. Public Notice – Michael & Suzanne Osborne, Variance – Lot 13, Calumet (Herald & Journal)
 - 2. Public Notice – Brown Bridges, LLC (Walter & Bobbie Blackard), Variance - 222 Timberland Terrace (Journal)
 - 3. Resolution Fixing Ad Valorem Tax Levies for Real, Personal, Vehicle and Public Utility Property for Taxes (Herald & Journal)
 - 4. Public Notice, Amendment to the Zoning Ordinance, Section 15.01 to add Section 15.14 regarding Planned Unit Developments (Journal)
 - 5. Public Hearing for Cleaning of Private Property, 320 St. Ives Drive (Journal)
 - 6. Public Notice – Mark Utley & Ashley Utley Walker (Mary Patterson) – Property Rezoning - 1103 Highway 51 (Journal)
 - 7. Ordinance for Ambulance Service in the City of Madison (Herald & Journal)
- D. Accept the following monthly departmental reports: - **Exhibit C****
 - 1. Police Department –August 2018
- E. 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. Accept resignation of Alvin Sims, Street Department Laborer effective September 21, 2018
2. Authorization to place Patrolman Ryan Watson on active military leave effective October 1, 2018 through October 31, 2019
3. Accept Oath of Office for Police Officer Neil K. Jenkins
4. Authorization to appoint Jim Marler as Public Works Director
5. Accept resignation of Jeff Williamson, Commercial Building Inspector effective October 1, 2018
6. Authorization to transfer Demarcus Friend, Laborer from Street Department to Water Department effective September 27, 2018
- F. Approval of and authorization for Fire Department to sign Service Agreement with Puckett Power Systems for servicing of Fire Department generators for a period of one year – **Exhibit E**
- G. Authorization to remove the following items from inventory:
 1. Fire Department – One (1) Toshiba EStudio 255 Copier, Serial #CNG307623 as unserviceable
 2. Permits Department – One (1) Toshiba eStudio 452 (BP482) copier/printer as unserviceable
- H. Authorization for Building Permits Department to purchase one (1) black and white copier/printer from Advantage Business Systems, State Contract #8200038146 – **Exhibit F**
- I. Approval of and authorization ratifying the execution of the following documents for Natural Resources Conservation Services (NRCS): - **Exhibit G**
 1. Notice of Grant and Agreement Award, ID #68-3A75-18-223
 2. Federal Awardee Election of 10 Percent De Minimis Indirect Cost Rate
- J. Authorization of the following travel requests:
 1. Virgil Williams, Building Inspector to attend the Residential Inspection Institute in Arlington, Virginia on October 28, 2018 – November 3, 2018
- K. Adopt the following Resolutions Authorizing the Use of Municipal Funds to Buy Advertising/Sponsorship: - **Exhibit H**
 1. City of Madison Chamber of Commerce (general operating expenses)
 2. City of Madison Chamber of Commerce (retirement attraction)
 3. General Promotional Efforts of City of Madison for Fiscal Year 2019
 4. Saint Anthony Catholic School for the sponsorship of the Starry Night Gala Benefit
 5. Madison County Business League & Foundation 2018 VISION Celebration Luncheon Table Sponsorship
- L. Reaffirm for lease-purchase quote to be awarded to Origin Bank after review by City Attorney; and to authorize execution of all necessary documents after review of City Attorney – **Exhibit I**
- M. Authorization for Street Department equipment purchases as budgeted and outlined on the attached list – **Exhibit J**
- N. Authorization for Police Department equipment purchases as budgeted and outlined on the attached list – **Exhibit K**
- O. Approval of and authorize to execute the Acceptance for Nature's Choice Lawn and Landscape Management, Inc. to perform landscape maintenance as specified for Madison Avenue East and Crawford Farms for a twenty-two (22) month period – **Exhibit L**
- P. Authorization to declare one (1) obsolete Neptune mobile data collection (W-5009) as scrap material and remove from Water Department inventory
- Q. Authorization to transfer one (1) metal detector (W17-1002) from Water Department to Building & Permits Department
- R. Authorization to purchase Bobcat Compact Excavator E50 as specific on state contract quote from Bobcat of Jackson for the Water Department as budgeted – **Exhibit M**
- S. Approval of and authorization for Police Department to execute a reallocation request for funding through the Department of Public Safety, Office of Homeland Security, for one (1) ALPR for the Traffic Unit of the Madison Police Department – **Exhibit N**
- T. Approval of Temporary Storage Unit Permit (POD) requests: - **Exhibit O**
 1. Impromptu at 1029 Highway 51 N., Suite H for the period of October 16, 2018 – November 15, 2018

2. William Billingsley at 569 North Old Canton Road for the period of September 28, 2018 – October 27, 2018
- U. Approval of and authorization for Police Department to execute renewal form for the FBI Safe Streets Task Force (SSTF) – **Exhibit P**
 - V. Approval of and authorization to execute Interlocal Cooperation Agreement Between Madison County, Mississippi and the City of Madison, Mississippi Regarding the Funding of Certain Street Improvements in the City of Madison (*Oak Ridge Circle, Northbay, Natchez Trace, Annandale, St. Augustine, St. Ives*) – **Exhibit Q**
 - W. Authorize Petty Cash account for Fiscal Year 2019 for Finance & Administration Department and Police Department
 - X. Authorize vacation carry over from Fiscal Year 2018 to Fiscal Year 2019 as outlined in the Personnel Policies – **Exhibit R**

Alderman Tatum 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 – 320 ST. IVES DRIVE- Continued

Mayor Hawkins Butler opened the Public Hearing from discussion regarding the cleaning of this property located at 320 St. Ives Drive. Mr. Samuel Williford, Attorney addressed the Board stating that a conservatorship was being formed for the property owner, Mr. Dan Hanchey, who has moved to Florida, and that the house will be listed for sale. The requested work to clean the property has been accomplished at this time. With no further discussion, Alderman Bowering made a motion to continue the Public Hearing, seconded by Alderman Strain and unanimously approved. Mayor Hawkins Butler declared the motion carried.

RESOLUTION AUTHORIZING AND DIRECTING THE ISSUANCE OF GENERAL OBLIGATION UTILITY BONDS, SERIES 2018, OF THE CITY OF MADISON, MISSISSIPPI IN THE PRINCIPAL AMOUNT OF ONE MILLION SEVEN HUNDRED THOUSAND DOLLARS (\$1,700,000) TO FINANCE THE ACQUISITION OF SEWAGE SYSTEM ASSETS FOR THE PURPOSE OF IMPROVING AND EXTENDING THE MUNICIPALITY'S SEWAGE SYSTEM AND FOR RELATED PURPOSES; PRESCRIBING THE FORM AND INCIDENTS OF SAID BONDS; PROVIDING FOR THE LEVY OF TAXES FOR THE PAYMENT THEREOF; PROVIDING FOR THE SALE OF SAID BONDS; MAKING PROVISION FOR MAINTAINING THE TAX-EXEMPT STATUS OF SAID BONDS; APPROVING AND AUTHORIZING THE DISTRIBUTION OF A PRELIMINARY OFFICIAL STATEMENT; AUTHORIZING THE EXECUTION AND DISTRIBUTION OF AN OFFICIAL STATEMENT PERTAINING TO THE SALE OF SAID BONDS; AUTHORIZING THE EXECUTION OF A CONTINUING DISCLOSURE CERTIFICATE PERTAINING TO SAID BONDS; ACKNOWLEDGING AND AUTHORIZING THE EXECUTION OF POST ISSUANCE COMPLIANCE PROCEDURES; AND FOR RELATED PURPOSES - Adopted

After brief discussion, the motion was made by Alderman Hickok to adopt the above-named Resolution as presented. Alderman Jacobs seconded the motion and the vote was unanimous in favor of approval. Mayor Hawkins Butler declared the motion carried. A copy of this Resolution is on file with the City Clerk/Director of Finance and Administration.

AIRPORT HANGAR REPAIRS – Approved

Discussion was held regarding the authorization for, and ratification of, the purchase of replacement stack doors on the airport hangers damaged during the August 17, 2018 tornadic storm, from Horton, Inc., based on sole source certification and certification of need for emergency repair to restore hanger's immediate usefulness and to prevent further damage. Certifications and a proclamation were entered into the minutes as **Exhibit S**.

APPEAL REQUEST FOR PUBLIC HEARING – JONATHAN STILL – Date Set

Pursuant to the written request of Jonathan Still regarding the denial of his home occupation request at 100 Fontanelle Boulevard, the motion was made by Alderman

Strain to set a hearing date of November 6, 2018 for this matter to be heard before the Board and the public. Alderman Hudgins seconded the motion and the vote was unanimous in favor of approval. Mayor Hawkins Butler declared the motion carried. A copy of the appeal request is attached hereto and incorporated herein as **Exhibit T**.

EXECUTIVE SESSION – PERSONNEL MATTERS

Mayor Mary Hawkins Butler requested to enter into a Closed Session to determine if an Executive Session would be appropriate regarding several personnel matters. Alderman Hickok made the motion, seconded by Alderman Strain 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 personnel matters. 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 personnel matters. Alderman Strain 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.

Discussion was held with regard to the personnel matters and upon conclusion, Alderman Bowering moved to approve the transfer of Ken Wilbanks from the Permits and Codes Department to the Street Department, seconded by Alderman Jacobs and unanimously approved. The Mayor declared the motion carried.

In addition, Alderman Jacobs made a motion to transfer Wesley Gannon from the Street Department to the Arts Center, seconded by Alderman Strain. The vote was unanimously approved and Mayor Hawkins Butler declared the motion carried.

The motion to adjourn the Executive Session was made by Alderman Bowering, seconded by Alderman Strain and unanimously approved by all Aldermen. Mayor Hawkins Butler declared the motion carried.

With no further business for discussion, Mayor Hawkins Butler asked for a motion to declare the Board meeting adjourned. Alderman Jacobs 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