

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

October 3, 2023

**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 3, 2023 at 6:00 p.m. in the Municipal Courtroom at the Madison Justice Complex. Those present in the Courtroom were Mayor Mary Hawkins Butler, Aldermen Sandra Strain, Tawanna Tatum, Patricia Peeler, Janie Jarvis, Paul Tankersley, Mike Hudgins, and Guy Bowering, City Attorney Chelsea Brannon, City Clerk/Director of Finance and Administration Susan Crandall, and Chief Deputy City Clerk Lisa Winstead.

Mayor Hawkins Butler called the meeting to order and after a prayer led by Alderman Bowering and the Pledge of Allegiance led by Alderman Peeler, the meeting proceeded as follows:

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 Bowering made the motion to approve the Consent Agenda as follows:

CONSENT AGENDA

- A. Accept Meeting Minutes and Notices:
 - 1. Minutes of Second Regular Board Meeting – September 19, 2023
- B. Approve Claims Docket – **Exhibit A**
 - 1. Computer Checks
Checks: 6981-7130
 - 2. Manual Checks/EFTs
Checks: 6818, 6980
EFTs: 178-185
 - 3. Payroll Checks
Checks: 1664-1670; EFTs: 26850-27068 – 09/22/2023
Disbursement Checks: 1671-1676 – 09/22/23
Checks: 1677-1680; EFTs: 27069-27077 – 09/30/2023
- 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 B**
 - 1. Authorization to rehire Jacqueline Brown as Deputy City Clerk effective October 23, 2023
 - 2. Accept resignation of Marvin Hubbard, Parks Department Laborer effective September 26, 2023
 - 3. Accept resignation of William Rogers, Police Officer effective October 10, 2023
- D. Accept the following Proofs of Publication (Madison County Journal): - **Exhibit C**
 - 1. Public Notice – Variance for Fence Height Increase, Frascogna
 - 2. Resolution Fixing Ad Valorem Tax Levies for Real, Personal, Vehicle and Public Utility Property
- E. Acknowledge Receipt of Tax Rolls
- F. Approval of and Authorization for City Clerk to execute Bill of Sale for auctioned vehicle as required by out-of-state buyer – **Exhibit D**
- G. Approval of and authorization for City Clerk to execute Compliance Questionnaire for Fiscal Year 2023 – **Exhibit E**

- H. Adopt Resolutions Adjudicating Cost of Cleaning Certain Real Property for the following Properties: - **Exhibit F**
 - 1. 138 Sunflower Drive
- I. Adopt Resolution Authorizing the Use of Municipal Funds for General Promotional Efforts of the City of Madison for Fiscal Year 2024 – **Exhibit G**
- J. Authorize petty cash accounts for Fiscal Year 2024 for the Administration & Finance and Police Departments
- K. Accept the following monthly departmental reports: - **Exhibit H**
 - 1. Administration & Finance – Financials through August 2023
 - 2. Administration & Finance – Privilege Licenses – September 2023
 - 3. Fire Department – August 2023
 - 4. Police Department – August 2023
- L. Authorize unused holiday/vacation hours carry over for Fiscal Year 2023 to Fiscal Year 2024 as outlined in the Personnel Policies – **Exhibit I**
- M. Approval of and authorization for Mayor to execute Mid State Construction of MS Change Order #008 for New City Hall Renovation and Rehabilitation Project - **Exhibit J**
- N. Approval of and authorization for Assistant City Clerk Nathan Hanson to execute Close Out Letter for FEMA-4528-DR-MS Project – **Exhibit K**
- O. Approval of POD Storage Permits for the following addresses: - **Exhibit L**
 - 1. 108 Cedar Pine Lane, 09/28/23 – 10/30/23
 - 2. Michael's Store, 09/18/23 – 01/15/24 (for holiday storage)
- P. Authorization for Fire Department to remove from inventory equipment that is no longer serviceable and properly dispose of it as outlined in the attached memorandum – **Exhibit M**
- Q. Authorization for Fire Department to purchase structural firefighting gear from Sunbelt Fire at State Contract Pricing (#8200067053) – **Exhibit N**
- R. Authorization for Street Department to use Steve Chisholm, LLC for curb and gutter work at 156 and 160 Silvertree Crossing under term bid pricing as outlined in the attached memorandum – **Exhibit O**
- S. Acknowledge Public Notice regarding Work Sessions – **Exhibit P**
- T. Accept consultant selection letters and authorize execution of an Agreement with Pickering Engineering, subject to review by City Attorney – **Exhibit Q**
- U. Authorization for Public Works to Advertise for Bids for the term of January 1, 2024 – December 31, 2024 for In-Place Asphalt & Cold Milling, Small In-Place Asphalt & Cold Milling, Roadway Striping & Marking, Polyurethane Foam, Concrete Services, Sewer Repair, Forestry Mulching
- V. Approval of and authorization for City Clerk to execute Moody's Investors Service agreement for the new bond issue – **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 – Resolution

Adopted

Mayor Hawkins Butler opened the Public Hearing for continuation of discussion regarding the cleaning of private property as follows:

352 Long Cove Drive

The Public Hearing from September 19, 2023 was continued with no one present from the public to address the matter. Code Enforcement Officer Steve Greenough recommended adoption of a Cleaning Resolution stating that the home needs to be secured. It has been foreclosed on and is currently listed for sale. He has spoken to the contractor regarding the condition of the lawn and building. A motion to adopt a Cleaning Resolution was made by Alderman Tankersley and seconded by Alderman Jarvis. The vote was unanimous in favor of approval and Mayor Hawkins Butler declared the motion carried. The Resolution is attached hereto as **Exhibit S**.

ARCHITECTURAL APPROVAL AND BUILDING PERMIT, THE VILLAGE OF MADISON, BUILDING B – Approved

On behalf of developer, Mark Castleberry, Director of Environment and Design Alan Hoops presented the architectural rendering for Building B at The Village of Madison.

The motion was made by Alderman Bowering and seconded by Alderman Strain to grant approval of the architectural design as presented and to authorize a building permit. After a unanimous vote of approval, Mayor Hawkins Butler declared the motion carried.

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

Mary Hawkins Butler
Mary Hawkins Butler, Mayor

Attest:

Susan B. Crandall
Susan B. Crandall, City Clerk

