

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

November 2, 2021

**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, November 2, 2021 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 Tawanna Tatum, Pat Peeler, Janie Jarvis, Paul Tankersley, Michael Hudgins, Guy Bowering and Sandra Strain, City Clerk/Director of Finance and Administration Susan Crandall, and Chief Deputy City Clerk Lisa Winstead. City Attorney Chelsea Brannon was present by telephone.

Mayor Hawkins Butler called the meeting to order and after a prayer led by Public Works Director Dexter Shelby and the Pledge of Allegiance led by Alderman Tatum, the meeting proceeded as follows:

ADMINISTRATION – CONSENT AGENDA – APPROVED

Concerning the Consent Agenda, Mayor Butler asked if there were any items which needed to be removed for discussion. There were no items removed and Alderman Tatum 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 – October 19, 2021
 - 2. Notice of Work Session Time Change – November 2, 2021- **Exhibit A**
- B. Approve Claims Docket – **Exhibit B**
 - 1. Computer Checks
 - Checks: 132560-132711
 - 2. Manual Checks
 - Checks: 132554-132558
 - 3. Payroll Checks
 - Checks: 35298-35306; EFTs: 16309-16515, 10/22/2021
 - Manual/Disbursement Checks: 35307-35310, 10/24/2021
 - Checks: 35311-35314; EFTs: 16516-16524, 10/29/2021
- 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 C**
 - 1. Accept the followings Oath of Office:
 - Police Officer, David Potvin
 - Police Officer, Ajaydeep Singh
 - 2. Authorization to hire Tristan Ainsworth as full-time Police Officer effective November 3, 2021
 - 3. Authorization to hire Cole McGinnis as full-time Police Officer effective November 8, 2021
 - 4. Authorization to hire Jeremy Vanlandingham as full-time Police Officer effective November 8, 2021
 - 5. Authorization to remove the position of Litter Control from the Police Department to the Public Works Department
 - 6. Accept resignation of Firefighter Nicolas Blanchard effective October 26, 2021
- D. Accept the following Affidavits of Publication: - **Exhibit D**
 - 1. Resolution Adopting FY2022 Budget (*Journal*)
 - 2. Public Hearing for Proposed Budget and Tax Levies (*Journal*)

3. Request for Proposals for Waste Hauler Services (*Journal*)
4. Public Notice – Variance for Rear Yard Setback, Everett White (*Herald*)
5. Public Notice – Rezoning of 1115 Highway 51, PRM Realty on behalf of Mary Jane Coign, et.al (*Herald*)
6. Public Notice – Special Exception, 1115 Highway 51 for quick care car clinic (*Herald*)
7. Public Notice – Variance for accessory structure, James Perry at 110 Twin Oaks Drive (*Herald*)
8. Public Notice – Cleaning of Private Property at Ash Tree Lane (*Journal*)
9. Public Notice-Lake Castle Development Variances 1-10 (*Herald*)
- E. Accept the following monthly departmental reports: - **Exhibit E**
 1. Administration & Finance – September 2021 Financials
 2. Police Department – September 2021
- F. Adopt Resolution Authorizing the Use of Municipal Funds to Buy Advertising from MS State Diamond Girls – **Exhibit F**
- G. Adopt Resolution Authorizing the Use of Municipal Funds to Buy Advertising from Madison Central High School Yearbook – **Exhibit G**
- H. Adopt Resolution Adjudicating Cost of Cleaning Certain Real Property for the Old Walgreens Building, Highway 51 and Main Street – **Exhibit H**
- I. Approval of departmental travel and related expenses as follows: - **Exhibit I**
 - Fire Chief Derrick Layton to attend the MS Fire Chiefs' Mid-Winter Conference in Greenville, MS from December 7-9, 2021
 - Police Department Training & Travel calendar for Nov. 2021 – Jan. 2022
- J. Authorization for the Fire Department to remove from inventory equipment that is no longer serviceable as outlined in the attached memorandum and properly dispose of it – **Exhibit J**
- K. Approval and acceptance of FY2020 Mississippi Homeland Security Grant EMW-2020-SS-0003 (100% funding) and authorization to obtain the appropriate signatures – **Exhibit K**
- L. Authorization for Police Department to execute the annual system renewal for telephone recording equipment – **Exhibit L**
- M. Approval of and authorization for the Police Department to execute all documents as appropriate for the purchase of all budgeted equipment and vehicles as outlined in the attached memoranda and quotes – **Exhibit M**
- N. Approval of and authorization for Professional Services Agreement with Hederman Brothers for services related to printing, inserting, and mailing of utility bills – **Exhibit N**
- O. Approve 12-month bid specifications and authorize the Public Works Department to advertise for 12-month bids for the period of January 1, 2022 – December 31, 2022 – **Exhibit O**
- P. Authorization for Building Inspectors William Hall and Robert Touchstone to attend the Building Officials Association of Mississippi (BOAM) Winter Conference in Natchez on December 1-3, 2021- **Exhibit P**
- Q. Authorization to purchase the following vehicles at State Contract pricing: - **Exhibit Q**
 1. Ford F-150 Crew Cab (Streets)
 2. Two (2) Ford Ranger (Streets)
 3. Ford F-150 Crew Cab (Building & Permits)
- R. Approval of and authorization for Mayor to execute Airport Rescue Grant Offer, Grant No. 3-28-0046-032-2022 for Bruce Campbell Field Airport – **Exhibit R**
- S. Approval of Preliminary Master Plan for Madison Station Botanical Garden – **Exhibit S**
- T. Authorization for erosion control measures needed at 437 and 441 Mockingbird Lane and award contract to Trisler Landscape Management, Inc. as the lowest and best quote – **Exhibit T**
- U. Approval of and authorization for Mayor to execute Proposal for Renewal of MedPlus Group Supplemental Health Insurance with Gulf Guaranty Life Insurance Company – **Exhibit U**

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

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