

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

November 20, 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, November 20, 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 Rev. Phillip Messner of Parkway Hills United Methodist Church and the Pledge of Allegiance led by Alderman Tawanna Tatum, 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, but Alderman Tatum recused herself stating that Item S involved her current full-time employer.

Alderman Hickok made the motion to approve the Consent Agenda as follows:

CONSENT AGENDA

- A. Accept Meeting Minutes:
 - 1. First Regular Board Meeting – November 6, 2018
- B. Approve Claims Docket – **Exhibit A**
 - 1. Computer Checks – 11/20/2018
120882-121059
 - 2. Payroll Checks
33155-33184; EFT 593-778 – 11/09/2018
- C. Accept the following departmental changes per terms of the Status/Payroll Change Report on file in the Office of the City Clerk: – **Exhibit B**
 - 1. Authorization to hire Camille Hailey as Deputy City Clerk effective November 19, 2018
 - 2. Accept resignation of Blake Burns, Firefighter effective October 17, 2018
 - 3. Accept resignation of Stephen King, Police Investigator effective November 22, 2018
 - 4. Accept resignation of Curtis Greenwood, Street Department Crew Leader effective November 22, 2018
 - 5. Accept resignation of Artha Washington, Street Department Laborer effective November 9, 2018
 - 6. Accept Oath of Office for Police Officer Robert Lee Sanders
 - 7. Accept resignation of Fudge Smith, Firefighter effective November 17, 2018
 - 8. Accept resignation of Javier Scott, Firefighter effective November 24, 2018
 - 9. Authorization to hire Addison Newell as a full-time Firefighter effective November 21, 2018
 - 10. Appoint Matt Reed as Director of Water Department effective October 1, 2018
 - 11. Accept resignation of Thomas Powell, Parks Department Laborer effective November 22, 2018
 - 12. Authorization to hire Thomas Boykin, Street Department Laborer effective November 26, 2018

- D. Accept the following monthly departmental reports: - **Exhibit C**
 - 1. Police Department – October 2018
- E. Approval of and authorization for City Clerk to execute credit application with Wasp Barcode Technologies – **Exhibit D**
- F. Approval of and authorization for City Clerk to execute Maintenance Service & Supply Agreement for a Toshiba eStudio4518A copier with Advantage Business Systems for the Building Permits Department – **Exhibit E**
- G. Approve Personnel Policies and Procedures dated November 16, 2018 – **Exhibit F**
- H. Authorization to remove non-functional mobile radio equipment from Police Department inventory as outlined in the attached memorandum – **Exhibit G**
- I. Authorization to remove non-functional computer equipment from Finance and Administration and Arts Center inventory as outlined in the attached memorandum - **Exhibit H**
- J. Approval of and authorization for Police Department to execute and proceed with lease agreement for four (4) Harley Davidson Motor Unit – **Exhibit I**
- K. Approval of the following Temporary Storage Unit Permits (POD) for:- **Exhibit J**
 - 1. Courtney Baldwin, 137 Northlake Drive for the period November 9, 2018 – December, 2018
 - 2. Marlena Walters, 206 N. Castle Drive for the period November 21, 2018 January 21, 2019
 - 3. Robert & Janice Shows, 1208 Rice Road for the period of November 26, 2018 – December 21, 2018
- L. Authorization for Community Development Director Kianca Stringfellow to attend the MS Association of Floodplain Manager Fall 2018 Conference in Philadelphia, MS on November 28-30, 2018
- M. Accept award letter for Homeland Security Grant and authorize the Fire Department to execute appropriate documents – **Exhibit K**
- N. Adopt Resolution Adjudicating Cost of Cleaning Certain Real Property - 1020 Macdale Lane – **Exhibit L**
- O. Authorization to release Letters of Credit for Ashton Park, LLC: Hartford Subdivision, Phase 2B and Hartford Subdivision, Phase 3B – **Exhibit M**
- P. Accept MS Department of Transportation (MDOT) Letter of Approval for Combination of Hoy Road from US 51 to Rice Road and Rice-Tisdale Road Multi-Use Path Projects – **Exhibit N**
- Q. Approval of and authorization for Police Department to execute maintenance agreement with REVCORD for recording devices – **Exhibit O**
- R. Approval to continue Public Hearing for Appeal of Home Occupation Permit, Jonathan Still, J & S. Outdoors, LLC until December 4, 2018 as requested by the applicant
- S. Approval of decrease in one front from 40' to 20' on the north side of Keesler Credit Union

Alderman Strain seconded the motion to approve the Consent Agenda and the vote of the other six aldermen was unanimous in favor of approval. Mayor Hawkins Butler declared the motion carried.

RESOLUTION AUTHORIZING MAYOR TO EXECUTE ALL NECESSARY DOCUMENTS TO CONSUMATE THE PURCHASE FROM CYPRESS UTILITY COMPANY, INC. OF ALL REMAINING SEWER FACILITIES WITHIN THE REUNION DEVELOPMENT AND AS SET FORTH IN THE PURCHASE AGREEMENT DATED OCTOBER 13, 2007 (SUBJECT TO REVIEW BY CITY ATTORNEY)

After brief discussion, a motion was made by Alderman Strain to adopt the above-mentioned Resolution contingent upon City Attorney review and approval. That motion was seconded by Alderman Jacobs, unanimously approved by all Aldermen and declared carried by Mayor Hawkins Butler. Documentation is attached hereto and incorporated herein as **Exhibit P**.

RECONSIDERATION OF DESIGN CHANGE – WALTER RESIDENCE, 206 NORTH CASTLE DRIVE – Approved

Regarding this matter, Mayor Hawkins Butler recused herself and asked Mayor Pro Tempore Strain to facilitate the discussion. Director of Environment and Design Alan Hoops presented this request from the Walters' for removal of balcony detail over the

front entry of their residence at the above referenced address. After brief discussion, Mr. Hoops recommended approval of the request contingent upon the City's receipt of a letter of approval for the Lake Castle Lot Owners Association. Alderman Hudgins made the motion to grant approval with this recommended contingency, seconded by Alderman Tatum and unanimously approved by all Aldermen. Mayor Pro Tempore Strain declared the motion carried. A copy of the referenced letter is attached hereto and incorporated herein as **Exhibit Q**.

DEPARTMENT OF COMMUNITY DEVELOPMENT – SPECIAL EXCEPTION, COLUMBARIUM, PARKWAY HILLS UNITED METHODIST CHURCH - Approved

Community Development Director Kianca Stringfellow presented the request of Parkway Hills United Methodist Church for approval of a special exception to allow for a private church columbarium at their church located at 1468 Highland Colony Parkway. Ms. Stringfellow recommended approval based on staff notes and the recommendation of the Planning and Zoning Commission. Alderman Strain made the motion to grant approval, seconded by Alderman Tatum and unanimously approved by all Aldermen. Mayor Hawkins Butler declared the motion carried. Documentation relevant to this request is attached hereto and incorporated herein as **Exhibit R**.

DEPARTMENT OF COMMUNITY DEVELOPMENT – CONCEPT PLAN, THE VILLAGE AT MADISON - Approved

The request of McCrory & Associates on behalf of Main Street Investors, was presented for concept plan approval of The Village of Madison, a retail/restaurant establishment to be constructed on Crawford Street, east and south of the Madison Justice Complex. It was recommended for approval by Ms. Stringfellow, who also noted that the Planning and Zoning Commission recommended approval of the plan. Alderman Bowering made the motion to grant approval, seconded by Alderman Jacobs. The vote was unanimous in favor of approval and Mayor Hawkins Butler declared the motion carried. Documentation relevant to this plan is attached hereto and incorporated herein as **Exhibit S**.

DEPARTMENT OF COMMUNITY DEVELOPMENT – SITE PLAN, THE FIRST (BANK) ANBA - Approved

On behalf of applicant Canizaro Cawthon Davis and owner, Billy Brunt, Ms. Stringfellow recommended approval of the site plan for construction of The First (Bank) ANBA at 801 Baptist Drive. It was noted that Planning and Zoning Commission also recommended approval. Alderman Hickok made a motion to grant approval of the site plan as presented. The motion was seconded by Alderman Hudgins and unanimously approved by all Aldermen. Mayor Hawkins Butler declared the motion carried. Documentation relevant to this plan is attached hereto and incorporated herein as **Exhibit T**.

DEPARTMENT OF COMMUNITY DEVELOPMENT PRELIMINARY PLAT (AMENDMENT), GARDEN PARK, LOTS 3-5- Approved

With regard to this matter, Alderman Tatum recused herself from the discussion and abstained from voting since the applicant is her current full-time employer. Ms. Stringfellow explained that the amendment consists of Lot 5 line move to accommodate a shared driveway. Alderman Strain made the motion to grant approval of the plat amendment, seconded by Alderman Peeler and unanimously approved by all voting Aldermen. Mayor Hawkins Butler declared the motion carried. Documentation relevant to this amendment is attached hereto and incorporated herein as **Exhibit U**.

DEPARTMENT OF COMMUNITY DEVELOPMENT – 32 TWELVE OAKS PLACE- Approved

Ms. Stringfellow explained that the applicants, Brint Callaway and Set Dean, would like to divide this property of 23.66 acres into two separate 9 acre lots, with approximately 5 acres between. After brief discussion, the motion was made by Alderman Jacobs to grant approval of this amendment contingent upon the applicants working with the Fire Department concerning the access road and fire code requirements. In addition, the amendment should be noted on the plat. Alderman Strain seconded the motion and all Aldermen voted in favor of approval. Mayor Hawkins Butler declared the motion

carried. Documentation relevant to this request is attached hereto and incorporated herein as **Exhibit V**.

DISCUSSION REGARDING RESOLUTION ADOPTING AN AMENDMENT TO THE ORDINANCE OF THE CITY OF MADISON, MISSISSIPPI ESTABLISHING REGULATIONS TO LICENSE, INVENTORY, INSPECT, AND REPAIR RENTAL PROPERTIES FOR THE HEALTH, SAFETY, AND WELFARE OF THE CITIZENS OF MADISON, AS AMENDED

City Attorney Dale Long presented the proposed amendment to the ordinance concerning regulation of rental properties. After brief discussion, the motion was made by Alderman Bowering to adopt this Resolution as presented. Alderman Tatum seconded the motion which was unanimously approved by all Aldermen and declared carried by Mayor Hawkins Butler. A copy of this Resolution is attached hereto and incorporated herein as **Exhibit W**.

With no further business for discussion, Mayor Hawkins Butler asked for a motion to declare the Board meeting adjourned. Alderman Hickok made the motion, seconded by Alderman Strain 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