

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

November 21, 2023

**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 21, 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, Janie Jarvis, Paul Tankersley, and Guy Bowering, City Clerk/Director of Finance and Administration Susan Crandall and Chief Deputy City Clerk Lisa Winstead. City Attorney Chelsea Brannon was present by telephone. Aldermen Pat Peeler and Mike Hudgins were absent.

Mayor Hawkins Butler called the meeting to order and after a prayer, led by Alderman Bowering and the Pledge of Allegiance led by Brandon Strain, son of Alderman Strain, 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 removals and Alderman Bowering made the motion to approve the Consent Agenda as follows:

CONSENT AGENDA

- A. Accept Meeting Minutes and Notices: - **Exhibit A**
 - 1. Minutes of First Regular Board Meeting – November 7, 2023
 - 2. Planning and Zoning Commission Meeting – September 11, 2023
 - 3. Planning and Zoning Commission Meeting – October 9, 2023
- B. Approve Claims Docket – **Exhibit B**
 - 1. Computer Checks
Checks: 7519-7703
 - 2. Manual Checks/EFTs
Checks: 7508-7518
 - 3. Payroll Checks
Checks: 1730-1740; EFTs: 27773-28000 – 11/17/2023
Disbursement/Manual Checks: 1741-1745 – 11/17/23
Manual EFTs: 27768-27772 (October)
- 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 resignation of Police Officer Marcus Adams effective November 14, 2023
 - 2. Accept resignation of Dispatcher/Deputy Court Clerk Brandon Harris effective November 16, 2023
 - 3. Accept resignation of Police Officer Terrence Redmond effective November 20, 2023
 - 4. Accept resignation of Firefighter Vincent Alexander effective November 29, 2023
- D. Approval of and authorization for City Clerk to execute renewal of 2023-2024 Flexible Benefit Cafeteria Plan agreement with Southern Administrators & Benefit Consultants, Inc. – **Exhibit D**
- E. Approval of and authorization for Mayor to execute Treasury Management Online Banking Enrollment/Maintenance Form with Origin Bank – **Exhibit E**
- F. Award quote for cabling for replacement camera system at the Denson Robinson Public Services Complex as recommended by Think Anew-NetLink – **Exhibit F**
- G. Adopt Resolution Authorizing the Use of Municipal Funds to Buy Advertising from Madison Central High School Speech and Debate Booster – **Exhibit G**

- H. Accept the following monthly departmental reports: - **Exhibit H**
 - 1. Administration & Finance – Financials through October 2023
- I. Authorization for Police Department to purchase one (1) 1st Responder Signal FRX-PTS from sole source provider, OMJC Signal – **Exhibit I**
- J. Authorization for Police Department to purchase one (1) Trimble Total Station from sole source provider, Navigation Electronics, Inc. – **Exhibit J**
- K. Authorization for Police Department to purchase ammunition from Gulf States Distributors and Precision Delta at state contract pricing – **Exhibit K**
- L. Authorization for Police Department to purchase four (4) 2023 Dodge Durangos and all necessary equipment for the upfitting of each at state contract pricing as outlined in the attached quotes – **Exhibit L**
- M. Adopt Resolution authorizing the emergency repair/rehabilitation of pumps at Mama Hamil's by Scoggins Pump Repair – **Exhibit M**
- N. Accept quotes and authorization selection of McInnis Systems as low bid to install Hangar Maintenance Power upgrade under FAA Reconstruct North Apron Grant (#3-28-0046-035-2023) – **Exhibit N**
- O. Authorize Traffic Control Products to restripe Garden Park Drive from Galleria Parkway to Sunny Orchard at term bid pricing – **Exhibit O**
- P. Accept Trustmark National Bank Amendment No. Seven to Irrevocable Standby Letter of Credit No. 16-052-SP for Stone Lake Subdivision – **Exhibit P**
- Q. Accept quotes for Phase 3 of the Madison Station Botanic Garden and award to MGC Landscapes as lowest and best bidder for the project – **Exhibit Q**
- R. Accept the following proofs of publication (*Madison County Journal*): - **Exhibit R**
 - 1. Ordinance Amending Sections of Zoning Ordinance to Remove Permitted Land Uses to Establish Conditional Land Uses Within District
 - 2. Ordinance Amending Section 24.02 (Retirement Village) of the Zoning Ordinance
 - 3. Advertisement for 12-Month Bids – Concrete Services
 - 4. Advertisement for 12-Month Bids – Forestry Services
 - 5. Advertisement for 12-Month Bids – In Place Asphalt & Cold Milling
 - 6. Advertisement for 12-Month Bids – Labor & Equipment Rental
 - 7. Advertisement for 12-Month Bids – Polyurethane Foam
 - 8. Advertisement for 12-Month Bids – Roadway Marking
 - 9. Advertisement for 12-Month Bids – Small In Place Asphalt & Cold Milling

Alderman Tankersley 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 HEARINGS FOR CLEANING OF PRIVATE PROPERTIES

Mayor Hawkins Butler declared the Public Hearing opened for discussion regarding cleaning of the following private properties. There was no one present from the public to address these matters.

213 Crawford Street

Code Enforcement Officer Steve Greenough explained that this property has been cleaned and asked that it be removed from the agenda.

Lot 9, Key Office Park

Mr. Greenough explained that this property is currently owned by an LLC in Arizona. Notices mailed to a local address were returned, but the notice sent to Arizona was not. Since the property is not being maintained and is cleaned only when notices are received, Mr. Greenough asked that the Board adopt a Cleaning Resolution to authorize the City to clean it when necessary. Alderman Jarvis made the motion to adopt the Resolution, seconded by Alderman Tankersley and unanimously approved by all Aldermen. Mayor Hawkins Butler declared the motion carried. A copy of this Resolution is attached as **Exhibit S**.

COMMUNITY DEVELOPMENT DEPARTMENT

Site Plan, Old Walgreens Additional Parking - Approved

Community Development Director Kianca Guyton presented the request of Bridgforth Rutledge for approval of the site plan for additional parking at the Old Walgreens site on Madison Parkway/Highway 51. She stated that the Planning and Zoning Commission

recommended approval and asked the Board of approval of the site plan contingent upon the City Attorney's review of documentation. Alderman Tatum made the motion to grant approval, seconded by Alderman Strain and unanimously approved. Mayor Hawkins Butler declared the motion carried. Documentation relevant to this request is attached hereto and incorporated herein as **Exhibit T**.

Site Plan, Magnolia District Additional Parking – Approved

Ms. Guyton presented the request of Greg Johnston for site plan approval to include additional parking in the Magnolia District. She stated that the Planning and Zoning Commission recommended approval and asked for a motion to approve contingent upon staff notes and working through drainage issues. Alderman Jarvis made the motion to approve, seconded by Alderman Strain and unanimously approved by all Aldermen present. Mayor Hawkins Butler declared the motion carried. Documentation relevant to this request is attached hereto as **Exhibit U**.

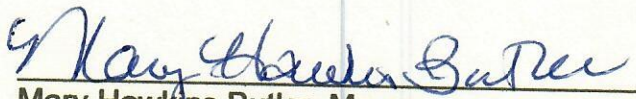
EXECUTIVE SESSION – PENDING LITIGATION

At the recommendation of City Attorney Chelsea Brannon, Mayor Mary Hawkins Butler requested to go into a Closed Session to determine if an Executive Session would be appropriate. Alderman Bowering 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 a matter of pending litigation. The public was invited to return to the room to hear the motion as follows: Alderman Bowering moved to go into Executive Session for the purpose of discussing a matter of pending litigation. 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.

After brief discussion, Mayor Hawkins Butler asked for a motion to end the Executive Session. Alderman Bowering made the motion, seconded by Alderman Strain and unanimously approved by all Board members. 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 Tankersley made the motion, seconded by Alderman Bowering and unanimously approved by all Aldermen. Mayor Hawkins Butler declared the motion carried and the meeting was adjourned.


Mary Hawkins Butler, Mayor

Attest:


Susan B. Crandall, City Clerk

