

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

November 5, 2019

**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 5, 2019 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, and Warren Strain, and City Clerk/Director of Finance and Administration Susan Crandall. Alderman Guy Bowering was absent.

Mayor Hawkins Butler called the meeting to order. After a prayer led by Alderman Jacobs and the Pledge of Allegiance led by Alderman 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 and Alderman Hickok made the motion to approve the Consent Agenda as follows:

CONSENT AGENDA

- A. Accept Meeting Minutes:
 - 1. Second Regular Board Meeting – October 15, 2019
- B. Approve Claims Docket – **Exhibit A**
 - 1. Computer Checks
124916-125120
 - 2. Manual Checks
124913-124915
 - 3. Payroll Checks
Checks 34071-34091; EFTs 5536-5736 – 10/25/19
Disbursement Checks: 34092-34099 – 10/25/19
Checks 34100-34103; EFTs 5737-5745 – 10/31/19
- C. Accept the following proofs of publication: - **Exhibit B**
 - 1. Notice of Intention to Divert or Withdraw for Beneficial use the Public Waters of the State of Mississippi (*Journal*)
 - 2. Public Notice of Special Exception, Crawford Retail, II, LLC - (*Herald & Journal*)
 - 3. Public Notice of Variance for Accessory Building Size, Darryl Phillips - (*Herald & Journal*)
 - 4. Public Notice of Variance for Rear Yard Depth, Darryl Phillips - (*Herald & Journal*)
 - 5. Public Notice of Variance for Accessory Building Height, Darryl Phillips – (*Herald & Journal*)
 - 6. Public Notice of Variance for Accessory Building Location, Darryl Phillips - (*Herald & Journal*)
 - 7. Public Notice of Special Exception, Madison County School District – (*Herald & Journal*)
 - 8. Public Notice of Special Exception, Crosstown Builders, LLC – (*Herald & Journal*)
- D. Accept the following departmental changes per terms of the Status/Payroll Change Report on file in the Office of the City Clerk: - **Exhibit C**
 - 1. Authorization to hire Hoang (Wayne) Dang as Information Systems Manager effective November 18, 2019 or sooner

2. Authorization to hire Felecia S. Hamilton as full-time Police Dispatcher /Deputy Court Clerk effective November 13, 2019
 3. Authorization to hire Raven Terry as full-time Police Dispatcher/Deputy Court Clerk effective November 8, 2019
 4. Authorization to hire Michael A. Campbell as full-time Police Department Dispatcher/Deputy Court Clerk effective November 11, 2019
 5. Authorization to hire Bryce A. McCarra as full-time Police Officer effective November 6, 2019
 6. Accept resignation of Patsy Thornton, Part-Time Webster Shelter Kennel Worker effective December 5, 2019
 7. Authorization to hire Malinda Hudson as full-time Utility Clerk effective November 6, 2019
- E. Approval of and authorization for City Clerk to execute the Deanco Contractual Agreement for auction to be held on November 20-21, 2019 – **Exhibit D**
 - F. Authorization for the Public Works Department to advertise for one-year bids for the period of January 1, 2020– December 31, 2020
 - G. Approval of and authorization for Mayor to execute Application for Federal Assistance, SF-424 for Bruce Campbell Field, Project No: 3-28-0046-027-2020 – **Exhibit E**
 - H. Approval of and authorization for Mayor to execute the Analysis and Preliminary Design Report Proposal from Belinda Stewart Architects, P.A., for the proposed use of the Madison-Ridgeland Public School structure – **Exhibit F**
 - I. Approval of and authorization for the Fire Chief to accept and execute appropriate documents for the 2019 Homeland Security Grant 19HS249T and for the purchase of associated equipment – **Exhibit G**
 - J. Accept the following monthly departmental reports: - **Exhibit H**
 1. Administration and Finance – Privilege Licenses, Aug.-Sept. 2019
 2. Administration and Finance – Financials through September 2019
 3. Fire Department – September 2019
 4. Police Department – September 2019
 - K. Authorization for Police Department to remove a Cav Pro Range Finder Model #1000 000270, Property #7513 from the Police Department weapons fixed assets inventory as outlined on the attached memorandum – **Exhibit I**
 - L. Approval of and authorization for Police Department to electronically submit the annual Equitable Sharing Agreement and Certification Report to the Department of Justice – **Exhibit J**
 - M. Authorization for the Police Department to renew the annual maintenance contract with Revcord for the period of October 31, 2019 – October 31, 2020 – **Exhibit K**
 - N. Accept Recorded Warranty Deed, Survey and Donated Furniture and Art presently in the Montgomery House and Authorize the transfer and, if necessary, execution of an Agreement with Terminix for continued service on the property – **Exhibit L**
 - O. Adopt Resolution by the Board of Aldermen of the City of Madison, Mississippi to Authorize Certain Limited Repairs on Grandview Boulevard, to include Restriping the Road Surface and for Related Purposes – **Exhibit M**
 - P. Approve Proclamation Regulating the Hours of Operation for Liberty Park and Strawberry Patch Park – **Exhibit N**
 - Q. Approval of and authorization for Mayor to execute contract to install new SCADA system at 46 lift stations and award to lowest and best quote - **Exhibit O**
 - R. Approval of and authorization for City Clerk to execute the Renewal Quotation from ESRI, Inc. for ArcGIS Software Maintenance for the period of February 1, 2020 through January 31, 2021- **Exhibit P**
 - S. Approval of and authorization for Mayor to execute contract with Maintenance Systems, Inc. as lowest and best proposal, subject to staff notes, for the weekly inspection, preventative maintenance, and emergency calls for 59 lift stations – **Exhibit Q**

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.

EXECUTIVE SESSION

Mayor Hawkins Butler requested to enter into a Closed Session to determine if an Executive Session would be appropriate regarding discussion of economic development 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 economic development matters. The public was invited to return to the room to hear the motion as follows: Alderman Hickok made the motion to go into Executive Session for the purpose of discussion of economic development 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.


At this time, Mayor Hawkins provided the Board with a brief update regarding a pending economic development matter and possible sale of property. With no further business for discussion, Mayor Hawkins Butler asked for a motion to end the Executive Session. Alderman Jacobs 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, the motion was duly made by Alderman Strain, seconded by Alderman Hickok, and unanimously carried to adjourn the meeting. Mayor Hawkins Butler declared the meeting adjourned.



Mayor Mary Hawkins Butler

Attest:



Susan B. Crandall, City Clerk