

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

November 6, 2018

**STATE OF MISSISSIPPI
COUNTY OF MADISON**

INTRODUCTION AND ATTENDANCE

A Work Session and presentation of the legally required Stormwater, Phase 2 update by Paul Lanning of Allen Engineering was held at 5:45 p.m. with Mayor Hawkins Butler, City Attorney Dale Danks, Alderman Warren Strain, Patricia Peeler, Steve Hickok, and Guy Bowering, Public Works Director Jim Marler, City Clerk Susan Crandall and Chief Deputy City Clerk Lisa Winstead all in attendance. Mr. Lanning stated that the recent audit had been completed and went well with an expected report to be submitted to the City within 45 days.

Upon conclusion of the Work Session, the first regular monthly meeting of the Mayor and Board of Aldermen of the City of Madison, Mississippi was held on Tuesday, November 6, 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 prayer led by Alderman Ken Jacobs and the Pledge of Allegiance led by Alderman Bowering, she welcomed, Brandon Strain, member of the Madison Central High School All-Superior Band and son of Alderman Strain, to the Board meeting. Also welcomed was Attorney Dale Long of Danks, Miller, & Cory, Attorney, who is also the grandson of City Attorney Dale Danks.

ADMINISTRATION – CONSENT AGENDA – APPROVED

Concerning the Consent Agenda, the Mayor asked if there were any items to be removed for discussion. There were no removals and Alderman Hickok moved to approve the Consent Agenda as follows:

CONSENT AGENDA

- A. Accept Meeting Minutes:
 - 1. Second Regular Board Meeting – October 16, 2018
- B. Approve Claims Docket – **Exhibit A**
 - 1. Computer Checks – 11/06//2018
120677-120881
 - 2. Manual Checks – October 2018
120486-120488; 120671-120676
 - 3. Payroll Checks
33113-33154; EFT 395-592 – 10/26/2018
- C. Accept the following proofs of publication: - **Exhibit B**
 - 1. Public Notice – Parkway Hills United Methodist Church, Special Exception for Columbarium (Journal)
 - 2. Public Notice – Jonathan Still, J & S Outdoors, LLC, Appeal of Home Occupation Permit (Herald & Journal)
 - 3. Public Notice – Revenue Budget Summary, FY 2018 & FY2019 (Journal)
 - 4. Public Notice – Mark Utley & Ashley Utley Walker (Mary Patterson) – Property Rezoning - 1103 Highway 51 (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. Accept resignation of Justin Brooks, Street Department Laborer effective October 26 2018
 - 2. Accept resignation of Blake Burns, Firefighter effective October 17, 2018

3. Accept resignation of Jereme King, Firefighter effective October 30, 2018
 4. Accept resignation of Betty Ann McNamara, Police Officer effective October 25, 2018
 5. Authorization to hire Ryan Stacy as a full-time Firefighter effective November 6, 2018
 6. Accept Oath of Office for Police Officer Michael Greene
 7. Accept Oath of Office for Police Officer David R. Potvin
 8. Accept Oath of Office for Police Officer Corey E. Ray
 9. Authorization to hire Francis Magandy as part-time concessions employee for the Parks Department effective October 28, 2018
 10. Authorization to transfer Virgil Williams from Building & Permits Department to Water Department effective November 8, 2018
- E. Accept the following departmental reports: - **Exhibit D**
 1. City Clerk/Finance Department – Financials through September 2018
 2. Police Department – September 2018
 - F. Approval of and authorization for City Clerk to execute credit application with Puckett Machinery Company – **Exhibit E**
 - G. Approval of and authorization for City Clerk to execute Group/Association Set-Up Form with Cigna – **Exhibit F**
 - H. Authorization for City Clerk to advertise for depositories for calendar years 2019 and 2020
 - I. Approval specifications and authorize City Clerk to advertise for legal advertisers for calendar year 2018 – **Exhibit G**
 - J. Accept Compliance Questionnaire for Fiscal Year 2018 - **Exhibit H**
 - K. Adopt Resolution Authorizing the Use of Municipal Funds to Buy Advertising from St. Joseph Catholic School for sponsorship of the 2019 Draw Down – **Exhibit I**
 - L. Adopt Resolution Authorizing the Use of Municipal Funds to Buy Advertising from Madison Middle School for Corporate Sponsorship Agreement 2018-2019 – **Exhibit J**
 - M. Approval of and authorization for the Mayor to execute the FAA AIP Grant Oversight Risk Assessment – **Exhibit K**
 - N. Acknowledge of Grant Closeout Letter for AIP Grant Number 3-28-0046-024-2016, Bruce Campbell Field – **Exhibit L**
 - O. Authorize appointment of Jim Marler, Director of Public Works as the Executive Committee Designated Alternate for the Central MS Planning and Development District (CMPDD) in the absence of the Mayor – **Exhibit M**
 - P. Authorize appointment of Kianca Stringfellow, Director of Community Development as the Central MS Planning and Development District's (CMPDD) Intermodal Technical Committee Representative for the City of Madison – **Exhibit N**
 - Q. Authorization for Police Department to remove no longer serviceable or compatible radio equipment, inflatable tents, vehicles and chain saw from inventory as outlined in the attached memoranda – **Exhibit O**
 - R. Accept quotes and authorize the Police Department to purchase fifteen (15) patrol rifles from Mississippi Police Supply – **Exhibit P**
 - S. Approval of and authorization for Police Department to execute and electronically submit the annual Equitable Sharing Agreement and Certification report to the Department of Justice – **Exhibit Q**
 - T. Authorization for Fire Department to declare as obsolete and remove from inventory portable radios as outlined on the attached memorandum
 - U. Approval of and authorization for Fire Department to renew Physio Control, Inc. Annual Service Plan for maintenance of cardiac monitor equipment – **Exhibit R**
 - V. Approval of and authorization for Fire Department to renew ESO Firehouse Software Annual Support Agreement – **Exhibit S**
 - W. Approve ESO Firehouse Software quote for integration of CAD and Firehouse Software – **Exhibit T**
 - X. Acknowledge recommendation of the Hoy Road Improvement Project Acquisition Consultant Don McLemore and make a determination that a \$2,200.00 increase adjustment (less than 10%) to the EJC of \$22,275.00 reasonable, prudent and in the public interest for Parcel Number 054-00-00-W,T (Brenda D. Wolverton Property) and authorize Don McLemore to tender the counteroffer of \$24,475.00

- Y. Authorization for Aldermen Guy Bowering and Tawanna Tatum to attend the 2019 Mid-Winter Legislative Conference on January 8-10, 2019 in Jackson, MS – **Exhibit U**
- Z. Authorization for Fire Chief Derrick Layton to attend the 2019 Mid-Winter Fire Chief's Conference on December 12-14, 2018 in Oxford, MS
- AA. Authorization to transfer a component of PSC19 Camera System-ICrealtime camera recorder, Model NVR716NS-P-V2, Serial No. – **Exhibit V**
NVR716NSPV21706Z0C700039 from Water Department to City Hall – **Exhibit**
- BB. Authorization to transfer one (1) 2009 Ford F350 truck (V0904, PCN S676) from Street Department to Water Department
- CC. Authorization of Police Department Training and Travel calendar for December 2018 – **Exhibit W**
- DD. Approval of and authorization to execute the C-Spire Repeater Installation Agreement for the Public Services Complex – **Exhibit X**
- EE. Approval to enter into contract with Neel-Schaffer, Inc. for water and sewer relocation in conjunction with Hoy Road widening project subject to staff review – **Exhibit X**
- FF. Approval of and authorization to execute the Addendum to Extend Time LPA Professional Services Contract By and Between City of Madison and Neel-Schaffer, Inc. for the Hoy Road from Old Canton Road to Honeysuckle Drive, Project No. STP-6940-00(001) LPA/105508-701000 – **Exhibit Y**
- GG. Adopt Resolutions Adjudicating Cost of Cleaning Certain Real Property for parcels along Galleria Parkway as outlined in the attached documents – **Exhibit Z**
- HH. Authorization for the partial release of Letter of Credit for Fountains subdivision effective October 31, 2018 as outlined in the attached memorandum – **Exhibit AA**
- II. Authorization to name Miriam Ethridge as Code Enforcement Officer
- JJ. Accept quotes for Douglas Place Lift Station rehab project and award to Hydra Service, Inc. – **Exhibit BB**
- KK. Accept sole quote received for Windsor Hills Lift Station rehab project and award to Scoggins Pump Repair – **Exhibit CC**
- LL. Approval special event permits for Madison Christmas Parade 2018 on December 1, 2018 and Movie on Main & Tree Lighting on Friday, December 14, 2018 – **Exhibit DD**

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 APPEAL OF HOME OCCUPATION PERMIT – JONATHAN STILL, J&S OUTDOORS, LLC, 100 FONTANELLE DRIVE- Continued

Mayor Hawkins Butler opened the Public Hearing for discussion regarding the request of Mr. Jonathan Still to appeal the denial of a home occupation permit for J&S Outdoors, LLC located at 100 Fontanelle Drive.

Community Development Director Kianca Stringfellow explained that her denial of this permit was based upon the zoning ordinance with regard to no retail use allowed in home occupations within a subdivision and traffic concerns.

Mr. Still was present at the meeting and stated that as explained in his letter to the homeowners association, his business would not be retail, but rather would be for firearms transfer for the purpose of litigation which is less costly than through retail stores. He also stated that the only purchases would be at wholesale prices for family and friends and not for profit. He explained that he expects to receive no more than one to two shipments per month, rather than per week as erroneously stated in this letter. Mr. Still also stated that he would be willing to adhere to any reporting guidelines established by the City, if his permit is approved.

Alderman Strain asked how many clients he would expect per year. Mr. Still answered that he would expect approximately 10 in a busy year and 4 or 5 in a slow year. Alderman Hickok questioned as to why he could not have these firearms shipped to this

office, rather than his home. Mr. Still explained that this would not be feasible due to legal requirements for doing so. He again indicated that his home occupation permit request is not for profit, includes no retail sale, and that he would be open to periodic monitoring by the City.

Mayor Hawkins Butler asked for a motion to continue the hearing until the next regular Board meeting on November 20, 2018 pending City attorney review. Alderman Strain made the motion, seconded by Alderman Bowering and unanimously approved by all aldermen. Mayor Hawkins Butler declared the motion carried. Copies of correspondence relevant to this request are attached hereto and incorporated herein as Exhibit EE.

DEPARTMENT OF ENVIRONMENT AND DESIGN, ARCHITECTURAL REVIEW AND PERMISSION TO ISSUE BUILDING PERMIT, BEAVERS PEDIATRIC DENTISTRY – Approved

Upon presentation of the architectural rendering for Beavers Pediatric Dentistry to be located in the Fountains Development, the motion was made by Alderman Strain to grant approval of the architectural design and issue a building permit for construction of this office. Alderman Jacobs seconded the motion and the vote was unanimous in favor of approval. Mayor Hawkins Butler declared the motion carried.

DEPARTMENT OF ENVIRONMENT AND DESIGN, REVISED ARCHITECTURAL DESIGN, REUNION FITNESS CENTER EXPANSION AND RENOVATION– Approved

Approval was requested for the architectural design revision of the Reunion Fitness Center for construction of a one-story rather than a two-story building, with the spa to be located in a separate building at a later date. After brief discussion, the motion was made by Alderman Bowering to grant approval of this revision. Alderman Tatum seconded the motion and the vote was unanimous in favor of approval. Mayor Hawkins Butler declared the motion carried.

SALE AND AWARD OF GENERAL OBLIGATION UTILITY BONDS, SERIES 2018 – Resolution Adopted

City Clerk/Director of Finance and Administration Susan Crandall presented the results of the bond sale bid opening for Series 2018 Cypress Lake utilities bonds. She stated that seven bids had been received and after review and at the recommendation of Bond Counsel, the recommendation is made to adopt a Resolution awarding the sale to Bank Plus at an interest rate of 3.34584%. The motion was made by Alderman Strain to adopt the Resolution as recommended, seconded by Alderman Peeler and unanimously approved by all Aldermen. Mayor Hawkins Butler declared the motion carried. A copy of this Resolution is attached hereto and incorporated herein as Exhibit FF.

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