

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

December 20, 2022

**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, December 20, 2022 at 6:00 p.m. in the Municipal Courtroom at the Madison Justice Complex. Those present in the Courtroom were Mayor Pro Tempore Guy Bowering, Aldermen Sandra Strain, Tawanna Tatum, Janie Jarvis, Paul Tankersley, and Mike Hudgins, City Attorney Chelsea Brannon, City Clerk/Director of Finance and Administration Susan Crandall and Chief Deputy City Clerk Lisa Winstead. Mayor Mary Hawkins Butler and Alderman Pat Peeler were both absent.

After a Prayer led by Alderman Tankersley and the Pledge of Allegiance led by Alderman Jarvis, the meeting proceeded as follows:

CONSENT AGENDA - Approved

Concerning the Consent Agenda, the Mayor Pro Tempore 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: - **Exhibit A**
 - 1. Minutes of First Regular Board Meeting – December 6, 2022
 - 2. Minutes of Planning & Zoning Commission – October 10, 2022
 - 3. Minutes of Planning & Zoning Commission – November 14, 2022
- B. Approve Claims Docket – **Exhibit B**
 - 1. Computer Checks
Checks: 3799-3944
 - 2. Manual Checks/EFTs/VOIDs
Checks: 3622, 3797-3798
EFTs: 22190-22194
Void Checks: 2694, 131152 (Oct-Nov 2022)
 - 3. Payroll Checks
Checks: 1371-1379; EFTs: 22195-22403 – 12/02/2022
Manual/Disbursement Checks: 1380-1381 – 12/02/2022
- 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. Authorization to hire Ryan Crandall as full-time firefighter effective December 21, 2022
 - 2. Authorization to promote Virgil Williams to Senior Crew Leader, Water Department effective December 1, 2022
 - 3. Authorization to increase minimum hourly wage for entry-level Laborer positions in the Parks, Streets & Maintenance, and Water & Sewer divisions of the Public Works Department effective December 1, 2022 as reflected on Status/Payroll Change Reports on file in the Payroll Office, and to increase the biweekly on-call pay amount for Water & Sewer employees effective December 1, 2022
 - 4. Authorization to re-hire Skyler Burks as full-time Police Officer effective December 27, 2022
- D. Accept the following Proofs of Publication: (*Madison County Journal*) – **Exhibit D**
 - 1. Public Notice – Increase of Garbage/Recycling Collection Fees
 - 2. Advertisement for Bids – Legal Advertisements
 - 3. Advertisement for Bids – Concrete Services

4. Advertisement for Bids – In Place Asphalt and Cold Milling
5. Advertisement for Bids – Labor and Equipment Rental
6. Advertisement for Bids – Polyurethane Foam Services
7. Advertisement for Bids – Roadway Marking
8. Advertisement for Bids – Small In Place Asphalt and Cold Milling
- E. Acknowledge no bids received for legal advertisers request for bids and award bid for publication of legal notices to Madison County Journal
- F. Approval of and authorization to execute Collins, Barr & Hembree Engagement Letter for the Audit for Fiscal Year ending September 30, 2022 – **Exhibit E**
- G. Approval of and authorization to execute Addendum to Professional Services Agreement with Benchmark Engineering & Surveying – **Exhibit F**
- H. Adopt Resolutions Adjudicating Cost of Cleaning Certain Real Property for the Galleria Parkway properties – **Exhibit G**
- I. Authorization for Fire Department to remove from inventory one (1) Travel Trailer Cavalier and return it to the Madison County EMA – **Exhibit H**
- J. Accept quotes and authorize Police Department (SRT) to purchase four (4) scopes for AR15 rifles and four (4) mounting brackets from The Range by Jimmy Primos as lowest and best quote – **Exhibit I**
- K. Accept the following monthly departmental reports: - **Exhibit J**
 1. Administration & Finance – Financials through November 2022
 2. Fire Department – November 2022
 3. Police Department – October 2022
- L. Adopt Resolution to request assistance from Central Mississippi Planning and Development (CMPDD) in applying for a Community Development Block Grant and designate the Mayor to act as a representative of the City to execute all necessary forms and documents on behalf of the City – **Exhibit K**
- M. Award 12-month supply bids for Public Works Department for the period of January 1, 2023 – December 31, 2023 contingent upon final review of City Attorney – **Exhibit L**
- N. Authorization to waive cleaning assessment penalties for Lot 17, North Place Reserve as outlined in the attached documentation – **Exhibit M**
- O. Adopt Resolution Authorizing the Use of Municipal Funds to Buy Advertising from Madison County Journal Newcomers Guide Magazine January/February 2023 – **Exhibit N**
- P. Authorization for Administration and Finance Department to dispose of one (1) Toshiba EStudio Copier, Serial #SCSHD13609, Inventory #FA524 and declare as obsolete inventory
- Q. Approval of and Authorization to Execute Work Order with Neel-Schaffer, Inc. to Prepare the Disadvantaged Business Enterprise (DBE) Program for the Bruce Campbell Field Airport in Madison – **Exhibit O**
- R. Authorization to transfer one (1) Dell computer (BP538) from Building and Permits Department to Community Development Department inventory
- S. Accept Proposal from Open Market Design Company for the Madison the City Branding Project for Community Partners 2023 – **Exhibit P**

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

COMMUNITY DEVELOPMENT DEPARTMENT

Variance, 151 Carrington Drive - Approved

Community Development Director Kianca Guyton recommended approval of the request of Owner Marissa Harris for a building height variance from 10' to 15.7' for an open-air pavilion located at 151 Carrington Drive. She stated that the Planning and Zoning Commission and Homeowners Association are both in agreement with this recommendation. The motion was made by Alderman Tankersley to grant approval of this request. Alderman Jarvis seconded the motion and the vote was unanimous in favor of approval. Mayor Pro Tempore Bowering declared the motion carried. Documents relevant to this request are attached hereto and incorporated herein as **Exhibit Q**.

Preliminary Plat – Arlington at Colony Park, Phase 2 - Approved

On behalf of Ron McMaster representing owner Arlington at Colony Park, Ms. Guyton presented the request for approval of the preliminary plat for property located at the southwest corner of Highland Colony Parkway and Lake Castle Road. She stated that the Planning and Zoning Commission also recommended approval of this request. The motion was made by Alderman Hudgins and seconded by Alderman Strain in favor of approval. The vote was unanimous in favor and Mayor Pro Tempore Bowering declared the motion carried. Documentation relevant to these variances is attached hereto and incorporated herein as **Exhibit R**.

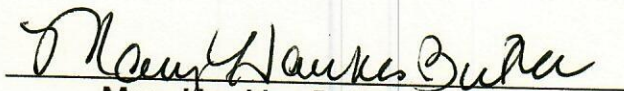
PUBLIC HEARING - RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN OF THE CITY OF MADISON, MISSISSIPPI, DECLARING THE INTENTION TO ISSUE GENERAL OBLIGATION PUBLIC IMPROVEMENT BONDS OF THE MUNICIPALITY, ISSUE A GENERAL OBLIGATION PUBLIC IMPROVEMENT BONDS TO PROVIDE FUNDS FOR VARIOUS AUTHORIZED PURPOSES OF THE MUNICIPALITY FOR SALE TO THE MISSISSIPPI DEVELOPMENT BANK, OR ENTER INTO A LOAN AGREEMENT WITH THE MISSISSIPPI DEVELOPMENT BANK, ALL IN THE MAXIMUM PRINCIPAL AMOUNT OF TEN MILLION DOLLARS (\$10,000,000), IN ONE OR MORE SERIES, TO PROVIDE FUNDS FOR VARIOUS AUTHORIZED PURPOSES AS DETAILED HEREIN; DIRECTING PUBLICATION OF NOTICE OF SUCH INTENTION; AND RELATED PURPOSES

Mayor Pro Tempore Bowering declared the Public Hearing open for comments and questions regarding the aforementioned Bond Resolution. There was no one present from the public who commented or questioned and no additional questions from the Board. The Public Hearing was declared closed.

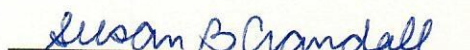
PAUL LANNING, ALLEN ENGINEERING – STORMWATER PRESENTATION

Mr. Paul Lanning with Allen Engineering was present at the meeting to provide an update on the City's preparedness with regard to the State's requirements for stormwater compliance. He stated that he felt that the City is prepared in the event of an audit and that the necessary training(s) are taking place as required.

With no further business for discussion, Mayor Pro Tempore Bowering asked for a motion to declare the meeting adjourned. Alderman Strain made the motion, seconded by Alderman Jarvis and the vote was unanimous in favor of approval. The motion was declared carried and the meeting was adjourned.


Mary Hawkins Butler, Mayor

Attest:


Susan B. Crandall, City Clerk