

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

February 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, February 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, and Guy Bowering, City Attorney Dale Danks, City Clerk/Director of Finance and Administration Susan Crandall and Chief Deputy City Clerk Lisa Winstead. Alderman Warren Strain was absent.

Mayor Hawkins Butler called the meeting to order. Members of Boy Scout Troop 8 from First Baptist Church, Jackson, Mississippi, were present at the meeting in partial fulfillment of the requirements to earn their Citizenship in the Community badges. It was noted that the Troop was begun in 1920, chartered by First Baptist Church since 1921, and has the distinction of being the longest continuously sponsored troop in the State and is among the longest in the nation.

After the invocation led by Scout Will Upton and the Pledge of Allegiance led by Scout Bennett Herring, 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. First Regular Board Meeting – February 6, 2018
- B. Approve Claims Docket – **Exhibit A**
 - 1. Computer Checks – *02/20/2018*
117745-117925
 - 2. Manual Checks – *January 2018*
358-364; 17727-17751
 - 3. Payroll Checks – *02/16/2018*
029409-029638
- C. Authorize appointment of Wallace Collins as the City of Madison’s representative on the Madison County Library Board
- D. Authorize the Mayor to sign a letter requesting bond proceeds to be transferred to the City in the amount of \$1,000,000.00 from the State Bonds authorized by Section 33 House Bill 787, 2014; and the Memorandum of Understanding between the Department of Finance and Administration to disburse the funds to assist the City in paving costs associated with construction from U S. Highway 51 to Interstate Highway 55 – **Exhibit B**
- E. 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 retirement of Kathryn Adams, Police Department CID Secretary effective February 28, 2018
 - 2. Accept resignation of Andrew E. Brantley, Jr., Firefighter effective February 12, 2018

3. Authorization to hire full-time Police Officer, Curtis R. Chism effective February 21, 2018
 4. Authorization to hire full-time Police Officer, Travis Ladd effective February 26, 2018
 5. Accept Oath of Office for Robert N. Chisholm, Police Officer
 6. Authorization to hire Mary Bariola (*effective 04/12/2018*), Mary Evans, Anna Leigh Montgomery, and Jacob Tyler Saxton as Part-Time/Seasonal concessions employee effective February 21, 2018
 7. Accept resignation of Deontaye Potts, Street Department Laborer effective February 5, 2018
 8. Accept resignation of Allen Douglas, Street Department Laborer effective March 1, 2018
- F. Approval of and authorization for Mayor to execute all Liability Renewal Coverage Applications with Travelers Casualty and Surety Company of America for the renewal period of March 1, 2018 – March 1, 2019
- G. Approval of and authorization for City Clerk to execute credit application with The Merchants Foodservice Company for use by the Parks Department (concessions/special events)
- H. Approval of and authorization for City Clerk to execute credit application with State Industrial Products Corporation
- I. Authorization to remove and dispose of the following items from inventory: - **Exhibit D**
1. Computer monitor, Tag FA522 (City Clerk's office)
 2. Python III vehicle radar unit, Ser#2256 (Police Department)
 3. Python III vehicle radar unit, Ser#2255 (Police Department)
- J. Accept recommendation of Water Appeals Board concerning the account at 119 Oakmont Drive – **Exhibit E**
- K. Accept the following monthly departmental reports: – **Exhibit F**
1. Finance and Administration – Financials through January 2018
 2. Finance and Administration – Privilege Licenses, Nov. 2017-Jan.2018
- L. Authorization the following departmental travel: -**Exhibit G**
1. Alan Hoops, Director of Environment and Design to 2018 Twin States Conference in Jackson, Mississippi on March 8-9, 2018
 2. Derrick Layton, Fire Chief to attend the Partners in Preparedness Summit in Biloxi, Mississippi on May 7-10, 2018
 3. Police Department training and travel calendar for Feb-May 2018
- M. Accept quotes for back stop padding on new Liberty Park ball fields #6, #7, and #8 and award purchase to Richardson Athletics as lowest and best quote – **Exhibit H**
- N. Accept quotes for Hoy Farms Pump Station equipment and award to Scoggins Pump Repair as lowest and best bidder – **Exhibit I**
- O. Authorization for Public Works Department to advertise for Statements of Qualification for Construction, Engineering, and Inspection (CE&I) services on Hoy Road Project STP-6940-00(001), Highway 51 to West Bradford Place
- P. Authorization to install one-way signs at the "roundabout" intersection of Pebble Creek, Brookstone, and Cobblestone Drive of Cobblestone Subdivision
- Q. Authorization to add a four-way stop sign in Fontanelle Subdivision at Fontanelle Boulevard and Genoa Drive as requested by Fontanelle POA Board of Directors – **Exhibit J**
- R. Authorization to name the road south of North Old Canton Road and Hoy Road four-way intersection to Deer Ridge Road (*road that runs east side of Northbay Subdivision*)
- S. Approval of and authorization for Mayor to execute Neel-Schaffer Work Authorization for Professional Services contract (Rehabilitate Medium Intensity Runway Lighting and Medium Intensity Taxiway Lighting) at Bruce Campbell Field Airport, AIP Project No. 3-28-0046-025-2018 – **Exhibit K**
- T. Approval of and authorization to execute Engagement of Legal Services letter with McClellan Law Firm, P. A. for purchase of property located at 911 Madison Avenue – **Exhibit L**

- U. Authorization for Public Works Department to purchase two (2) 6105E John Deere Tractors, one (1) Tiger Flail mower 1 set-rear and side, and one (1) 50" Tiger A Boom mower at state contract pricing – **Exhibit M**

Alderman Bowering seconded the motion and the vote was unanimous in favor of approval. Mayor Hawkins Butler declared the motion carried.

COMMUNITY DEVELOPMENT DEPARTMENT – VARIANCE, STEVE AND SUSAN HALLER, 109 RATLIFF DRIVE - *Approved*

Director of Community Development Kianca Stringfellow presented the request of Steve and Susan Haller, 109 Ratliff Drive for a variance to increase their fence height from 6' to 8'. Ms. Stringfellow stated that this request is being made based on the topography of the property and that the request had been properly noticed and advertised and the Planning and Zoning Commission recommended approval. The motion was made by Alderman Jacobs to grant approval of the variance request, seconded by Alderman Tatum and unanimously approved. Mayor Hawkins Butler declared the motion carried. Documentation relevant to this request is attached hereto and incorporated herein as **Exhibit N**.

COMMUNITY DEVELOPMENT DEPARTMENT – SITE PLAN, FH PROPERTIES, LLC, LOT 5, MADISON MIDTOWN SUBDIVISION - *Approved*

Director of Community Development Kianca Stringfellow presented the request of Brad Stringer, PLA on behalf of FH Properties, LLC/Ed Hamilton for site plan approval for Lot 5, Madison Midtown Subdivision. This site plan is for the construction of medical and professional offices and has been recommended for approval by the Planning and Zoning Commission. Alderman Bowering made the motion to grant approval of the site plan contingent upon staff notes, seconded by Alderman Hudgins and unanimously approved. Mayor Hawkins Butler declared the motion carried. Documentation relevant to this request is attached hereto and incorporated herein as **Exhibit O**.

DEPARTMENT OF ENVIRONMENT AND DESIGN – ARCHITECTURAL APPROVAL AND PERMISSION TO ISSUE BUILDING PERMIT - *Approved*

Director of Environment and Design Alan Hoops presented the request for architectural and building permit for Brad Stringer, PLA on behalf of FH Properties, LLC/Ed Hamilton for site plan approval for Lot 5, Madison Midtown Subdivision. This plan is for the construction of 7,000 square feet of medical and professional office space. Alderman Patricia Peeler made the motion to grant approval of the architectural design and issuance of the building permit contingent upon conditions set forth in the staff notes. Alderman Tatum seconded the motion and the vote was unanimous in favor of approval. Mayor Hawkins Butler declared the motion carried. Documentation relevant to this request is attached hereto and incorporated herein as **Exhibit O**.

RESOLUTION TO ADOPT ORDINANCE DESIGNATING APPROVED NEIGHBORHOODS FOR OPERATION OF GOLF CARTS ON PUBLIC STREETS, AND ESTABLISHING CONDITIONS AND RESTRICTIONS - *Approved*

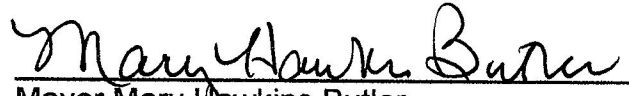
City Attorney Dale Danks addressed the matter of the aforementioned Resolution stating that it has been on file with the City Clerk's office for the last two weeks and available for public review if requested. Mayor Hawkins Butler asked if any Alderman would like to have the Resolution read aloud. There was no one. With no further discussion, the motion was made by Alderman Bowering to adopt the Resolution as presented, seconded by Alderman Jacobs and unanimous approved by all Alderman present. Mayor Hawkins Butler declared the motion carried. A copy of this Resolution is attached hereto and incorporated herein as **Exhibit P**. It was noted by Mr. Danks that the effective date will be 30 days following adoption.

CITY ATTORNEY – DISCUSSION REGARDING MAINLAND MADISON MCA, LLC, MADISON MEMORY CARE DEVELOPMENT

With regard to the recent application for special exception filed by Madison Memory Care, City Attorney Dale Danks explained that the applicant would like to appeal the Planning and Zoning Commission's denial of this request based on their claim that they were not sufficiently notified of the January 8, 2018 meeting of the Planning and Zoning Commission and therefore did not attend the meeting. Based on Mr. Danks'

recommendation, Alderman Hudgins made a motion to remand the application for special exception for Madison Memory Care back to the Planning and Zoning Commission for consideration at their next meeting on March 12, 2018. Alderman Hickok seconded the motion and the vote was unanimous in favor of approval. 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 Bowering made the motion to adjourn, seconded by Alderman Jacobs and unanimously approved by all Aldermen. Mayor Hawkins Butler declared the motion carried and the meeting adjourned.


Mayor Mary Hawkins Butler

Attest:


Susan B. Crandall, City Clerk