

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

February 6, 2018

**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, February 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 a prayer led by Alderman Jacobs and the Pledge of Allegiance led by Alderman Strain, 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.

Alderman Hickok asked that Item Y be removed stating that he would like to research the matter with regard to proposed names for this road and place the matter on the agenda for the next regularly scheduled meeting on February 20, 2018. With no additional removals, Alderman Bowering moved to approve the Consent Agenda as follows:

CONSENT AGENDA

- A. Accept Meeting Minutes:**
 - 1. Second Regular Board Meeting – January 16, 2018
- B. Approve Claims Docket – **Exhibit A****
 - 1. Computer Checks – *02/06/2018*
117580-117744
 - 2. Payroll Checks – *01/19/2018*
028959-029189
Payroll Checks – *02/02/2018*
029190-029408
- C. Accept the following proofs of publication: - **Exhibit B****
 - 1. Public Notice – Variance for Fence Height – Haller, 109 Ratliff Drive
(*Herald and Journal*)
 - 2. Public Notice – Setback Reduction – JV Development, 252
Hawthorne Drive (*Herald and 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 retirement of Chris Henderson, Police Officer, effective February 7, 2018
 - 2. Accept resignation of Andrew E. Brantley, Jr., Firefighter effective February 12, 2018
 - 3. Authorization to hire full-time Police Officer, Robert N. Chisholm effective February 7, 2018
 - 4. Authorization for City Clerk to extend part-time employment of Mae Hardy
 - 5. Authorization to promote Judd Wilson from Right-of-Way to Crew Leader for Street Department sign maintenance

6. Authorization to hire Josh Davies, Part-Time Firefighter, effective February 7, 2018
 7. Authorization to hire the following part-time/seasonal employees for Liberty Park concessions: Logan Day, Bailen Scott Haymie, Mary Ranie Miller, Aubrie Tolbert
 8. Appointment of Carl John Hedglin to the position of City Prosecutor for the City of Madison, Mississippi
 9. Appointment of John R. Reeves to the position of Judge Pro Tempore in the Environmental Municipal Court of the City of Madison, Mississippi
 10. Appointment of Michael V. Cory to the position of Special Prosecutor in the Environmental Court of the City of Madison, Mississippi
- E. Accept the following departmental reports: - **Exhibit D**
 1. Code Enforcement – January 2018
 2. Fire Department – December 2017
 3. Fire Department – 2017 Annual Report
 4. Parks Department – January 2018
 5. Permit Department – January 2018
 6. Police Department – December 2017
 7. Police Department – 2017 Annual UCR Report
 - F. Adopt Resolution Authorizing the Use of Municipal Funds to Buy Advertising from Madison Central High School Band Boosters in the sum of \$500.00 for sponsorship of the 2018 Mississippi Lions All State Band – **Exhibit E**
 - G. Adopt Resolution Authorizing the Use of Municipal Funds to Buy Advertising from Madison County Journal in the sum of \$425.00 for sponsorship of the 2018 Newcomer's Guide – **Exhibit F**
 - H. Authorization for Permit Department to renew annual usage and maintenance fee with Mark Dykes Computer Consulting, Inc. for PermitMD Software _ **Exhibit G**
 - I. Approval of and authorization for Mayor to execute CyberRisk Renewal Coverage Application with Travelers Casualty and Surety Company of America for the renewal period of March 1, 2018 – March 1, 2019 – **Exhibit H**
 - J. Authorization to pay Don McLemore PC for Invoice-Right of Way for P.O.No.182477 (Lachance) for Hoy Road Project, STP-0047-00-(35) LPA – **Exhibit I**
 - K. Authorization for Police Department to execute documents to open account with AVS Concepts for Direct TV Satellite System for the Mobile Command Unit – **Exhibit J**
 - L. Approval of and authorization for Mayor to execute the Interlocal Cooperation Agreement Between Madison County, Mississippi and the City of Madison, Mississippi Regarding the 2018 Funding of Improvements to Streets to North Old Canton Road From Hoy Road South to Picnic Hill – **Exhibit K**
 - M. Approval of and authorization for Mayor to execute the Interlocal Cooperation Agreement Between Madison County, Mississippi and the City of Madison, Mississippi Regarding the 2018 Funding of Improvements to Bozeman Road (Between Colony Crossing and the Reserve Subdivision) – **Exhibit L**
 - N. Approval of and authorization for Mayor to execute NPDES Phase II Stormwater Program 2017 Annual Report – **Exhibit M**
 - O. Approval of and authorization for Mayor to execute Final Acceptance Letter to Hemphill Construction Company, Inc. for Project No. STP-6926 00(004)LPA/105507-701000 (N. Old Canton Road) – **Exhibit N**
 - P. Authorization to remove the following items from Police Department inventory: - **Exhibit O**
 1. Brother Intellifax 2840, S/N U632745J886153, Property #9173 (*for disposal*)
 2. 2008 Crown Victoria, VIN #52666, Unit 825 (*to be auctioned*)
 3. 2013 Dodge Charger, VIN #68346, Unit 1301 (*to be auctioned*)
 4. 2013 Dodge Charger, VIN #68348, Unit 1310 (*to be auctioned*)
 - Q. Approval of and authorization for Mayor to grant Approval of Sell Abandoned Vehicles at Public Auction held by Mid-South Auction on Thursday, March 1, 2018 at 9:00 a.m. as outlined in the attached Public Notice – **Exhibit P**
 - R. Approval of and authorization for Mayor to grant Adjusted Establishment of Just Compensation offer to Betty Kent (Parcel #047WT-Hoy Road Improvement Project)

- S. Approval of and authorization for Mayor to grant Adjusted Establishment of Just Compensation offer to Patrick J. and Amber N. Carrington (Parcel #015WT-Hoy Road Improvement Project)
- T. Approval of and authorization for Establishment of Just Compensation Form (Dora Faye Hammer, Parcel #017WT-Hoy Road Improvement Project) – **Exhibit Q**
- U. Approval of and authorization for Establishment of Just Compensation Form (Church of Jesus Christ of Latter Day Saints, Parcel #001W-Hoy Road Improvement Project) **Exhibit R**
- V. Approval of and authorization for Establishment of Just Compensation Form (Ryan & Ellen Wallace, Parcel #046-02-00-W, 03-T-Hoy Road Improvement Project) – **Exhibit S**
- W. Approve Movie Under the Stars Event for Friday, April 13, 2018 – **Exhibit T**
- X. Approve Temporary Storage Unit Permit for 218 Indian Pines Lane for the period of February 8, 2018 through March 8, 2018 – **Exhibit U**
- Z. Acknowledge receipt of letter from Madison County Schools concerning lease of former United Methodist Church Children’s Home property, File #363, Tax Parcel #072E-16C-002/02.00; 4.0 acres in S16-7N-2E – **Exhibit V**
- AA. Authorization for Police Department to renew and execute associated documents for the annual maintenance contract with Jackson Communications for radio equipment – **Exhibit W**

Alderman Jacobs seconded the motion to approve the Consent Agenda and the vote was unanimous in favor of approval. Mayor Hawkins Butler declared the motion carried.

DEPARTMENT OF COMMUNITY DEVELOPMENT – SITE PLAN, MADISON HEIGHTS CHURCH, PCA - Approved

Mr. Jason Ellis was in attendance at the meeting on behalf of Madison Heights Church. Director of Community Development Kianca Stringfellow stated that the church is asking for site plan approval for an addition and renovation to the existing facility. She stated that the Planning and Zoning Commission and her department recommend approval of this request. Alderman Bowering made a motion to grant approval of the site plan as requested, seconded by Alderman Tatum, and unanimously approved by all Aldermen. Mayor Hawkins Butler declared the motion carried. Documentation relevant to this request is attached hereto and incorporated herein as **Exhibit X**.

DEPARTMENT OF ENVIRONMENT AND DESIGN – ARCHITECTURAL REVIEW AND PERMISSION TO ISSUE BUILDING PERMIT, MADISON HEIGHTS CHURCH, PCA - Approved

Director of Environment and Design Alan Hoops presented the architectural elevation for the additions and renovation to Madison Heights Church. He stated that the architectural review is complete and recommended approval of the design and authorization to issue the building permit. Alderman Strain made the motion to grant approval of the architectural design and building permit as requested, seconded by Alderman Hudgins and unanimously approved by all Aldermen. Mayor Hawkins Butler declared the motion carried. Documentation relevant to this request is attached hereto and incorporated herein as **Exhibit X**.

DEPARTMENT OF ENVIRONMENT AND DESIGN – ARCHITECTURAL REVIEW AND PERMISSION TO ISSUE BUILDING PERMIT, MADISON RETAIL DEVELOPMENT AT CRAWFORD FARMS- Approved

Director of Environment and Design Alan Hoops presented the architectural elevation for Madison Retail Development at Crawford Farms. He recommended approval of the design and authorization to issue the building permit contingent upon the developer’s finalization of design details and modification with the Environment and Design department. Alderman Tatum made the motion to grant approval of the architectural design and building permit as requested, seconded by Alderman Strain and unanimously approved by all Aldermen. Mayor Hawkins Butler declared the motion carried. Documentation relevant to this request is attached hereto and incorporated herein as **Exhibit X**.

**RESOLUTION ADOPTING ORDINANCE DESIGNATING APPROVED
NEIGHBORHOODS FOR OPERATION OF GOLF CARTS ON PUBLIC STREETS,
AND ESTABLISHING CONDITIONS AND RESTRICTIONS**


With regard to the proposed golf cart resolution, City Attorney Dale Danks asked if there was any Alderman who wished to have the Resolution read aloud. There were none. He then advised the Mayor and Board, that the document must be filed with the City Clerk's office and tabled for consideration and a vote at the next regularly scheduled Board meeting to be held on Tuesday, February 20, 2018.

With no further business for discussion, the motion was duly made by Alderman Strain, seconded by Alderman Bowering and unanimously carried to adjourn the meeting. Mayor Hawkins Butler declared the meeting adjourned.



Mayor Mary Hawkins Butler

Attest:



Susan B. Crandall, City Clerk