

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

**March 1, 2022**

**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, March 1, 2022 at 6:00 p.m. in the Municipal Courtroom at the Madison Justice Complex. Those present in the Courtroom were Mayor Mary Hawkins Butler, Aldermen Tawanna Tatum, Pat Peeler, Janie Jarvis, Paul Tankersley, Michael Hudgins, Guy Bowering and Sandra Strain, City Clerk/Director of Finance and Administration Susan Crandall, and City Attorney Chelsea Brannon.

Mayor Hawkins Butler called the meeting to order and after a Prayer led by Jack Graves, and the Pledge of Allegiance led by Zach Stebbins, Jack Graves & Ethan Graves of Boy Scout Troop 8, the meeting proceeded as follows:

Mayor Hawkins Butler recognized Boy Scout Troop 8 member Zach Stebbins for his Eagle Scout project of installing two benches, with landscaping around them, along the Madison Avenue walking trail near Stonegate Subdivision. Other scouts who assisted in the project were Jack Graves and Ethan Graves. Certificates of appreciation were presented to these Scouts.

**ADMINISTRATION – CONSENT AGENDA – APPROVED**

Concerning the Consent Agenda, Mayor Butler asked if there were any items which needed to be removed for discussion. There were no items removed and Alderman Bowering made the motion to approve the Consent Agenda as follows:

**CONSENT AGENDA**

- A. Accept Meeting Minutes and Notices:
  - 1. Minutes of Second Regular Board Meeting – February 15, 2022
  - 2. Notice of Work Session – February 20, 2022 – **Exhibit A**
- B. Approve Claims Docket – **Exhibit B**
  - 1. Computer Checks  
Checks: 666-793
  - 2. Manual Checks  
Checks: 660-663, 2/16/21
  - 3. Payroll Checks  
Checks: 1018-1020, 02/11/2022  
Checks: 1021-1033; EFTs: 17598-17807, 02/25/2022  
Manual/Disbursement Checks: 1034-1037, 02/25/2022
- 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. Accept resignation of Joshua Nelson, Street Department Shop Mechanic effective February 23, 2022
  - 2. Authorization to hire Miriam Lee Berry as full-time Police Officer effective March 14, 2022.
  - 3. Reinstate Police Officer Keith Wheatley effective February 26, 2022 and Release from Active-Duty effective February 25, 2022.
- D. Accept the following proofs of publication: - **Exhibit D**
  - 1. Public Notice – AFFF 2018 Building Codes (*Journal*)
  - 2. Public Notice – Variance to decrease minimum lot size; 1371 N. Livingston Road

3. Public Notice – Variance to decrease minimum floor area; 1371 N. Livingston Road
4. Public Notice – Variance to decrease front yard area; 1371 N. Livingston Road
5. Public Notice – Rezoning a C-1 to C-2; Intersection of Highland Colony Parkway and Highland Way
6. Public Notice – Special Exception to allow for Telecommunication Tower/Facility in a C-1; parcel 072D-20A-002/01.21
7. Public Notice – Notice of Bids; Madison City Hall
- E. Acknowledge receipt of Mantis tiller, Model #7940, Serial #1160008092 donated to the Parks Department from Andrew and Lisa Smith – **Exhibit E**
- F. Approval of and authorization for Assistant City Clerk Nathan Hanson to execute and submit the Annual Fire Code Update FY-2022 – **Exhibit F**
- G. Acknowledge receipt of the MS State Department of Health “Report of Inspection of Drinking Water Supply” rating the City an Overall Capacity Rating of 5.0 out of 5.0 – **Exhibit G**
- H. Approval of and authorization for Mayor to execute Contract of Pyromania Fireworks, LLC for fireworks display on July 3, 2022 – **Exhibit H**
- I. Authorize agreement with SebMedia Inc – **Exhibit I**
- J. Adopt Resolution Authorizing the Use of Municipal Funds to Buy Advertising from Madison County Journal – **Exhibit J**
- K. Approve Amendment to Lease Agreement with CSpire (Telepak, Inc.) and Authorize the Mayor to Execute the Same – **Exhibit K**
- L. Accept the following monthly departmental reports: - **Exhibit L**
  1. Police Department – January 2022
  2. Fire Department – January 2022
- M. Award Quote to Willoughby Painting, LLC for replacement of roof on Montgomery House – **Exhibit M**
- N. Authorization and Approval to award quote to Bufkin Mechanical Inc. for Liberty Park Baseball Field water leak repairs – **Exhibit N**
- O. Approval of and authorization for City Clerk/Director of Finance and Administration Susan Crandall to execute Think Anew Estimate 4397 – **Exhibit O**
- P. Approval of and Authorization for City Clerk/Director of Finance and Administration Susan Crandall to execute Think Anew Managed Services Agreement subject to final review and approval of City Clerk and City Attorney – **Exhibit P**
- Q. Approve the Travelers Cyber Insurance/Multi-Factor Authentication application upon review from City Clerk – **Exhibit Q**
- R. Authorize Fire Department to sign Customer Information Form for Knox Company to accept Purchase Orders – **Exhibit R**
- S. Approval of and Authorization for Mayor to sign Mississippi Landmark Permit that was issued on February 15, 2022 for MDAH Project #12-177-21 – **Exhibit S**
- T. Award Quote to Willoughby Painting, LLC for repair of roof on New City Hall – **Exhibit T**
- U. Accept Quotes for Parks Department Crew Truck and award quote to Mac Haik Chevrolet – **Exhibit U**

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

#### **DEPARTMENT OF ENVIRONMENT AND DESIGN**

Representatives of The Villages who were present at the meeting included Jamie Weir, Russ Markel, and Reed Nelson. Director of Environment and Design Alan Hoops presented their two requests as follows:

After brief presentation and discussion, the motion was made by Alderman Jarvis and seconded by Alderman Tankersley to grant architectural approval and authorization to issue a building permit for The Village at Madison, Building G. The motion was unanimously approved the declared carried by Mayor Hawkins Butler.

After an additional presentation, Alderman Strain made a motion to grant architectural approval and authorize the issuance of a building permit for The Village at Madison, Building D. The motion was seconded by Alderman Tatum 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 Strain made the motion, seconded by Alderman Jarvis and unanimously approved. Mayor Hawkins Butler declared the motion carried and the meeting was adjourned.

Mary Hawkins Butler  
Mary Hawkins Butler, Mayor

Attest:

Susan B. Crandall  
Susan B. Crandall, City Clerk