

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

**March 16, 2021**

**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, March 16, 2021 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, Ken Jacobs, Guy Bowering and Sandra Strain, City Clerk/Director of Finance and Administration Susan Crandall, and Chief Deputy City Clerk Lisa Winstead. Aldermen Patricia Peeler and Paul Tankersley, and City Attorney Chelsea Brannon were present by telephone.

Mayor Hawkins Butler called the meeting to order after a prayer led by Alderman Jacobs and the Pledge of Allegiance let by Alderman Bowering, the meeting proceeded as follows:

**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 Tatum made the motion to approve the Consent Agenda as follows:

**CONSENT AGENDA**

- A. Accept Meeting Minutes:**
  - 1. First Regular Board Meeting – March 2, 2021
  - 2. Planning & Zoning Commission Meeting – February 8, 2021 – **Exhibit A**
- B. Approve Claims Docket – **Exhibit B****
  - 1. Computer Checks  
Checks: 130027-130196
  - 2. Manual Checks  
Checks: 130023-130026
  - 3. Payroll Checks  
Checks: 34959-34975; EFTs 13054-13246 – 03/12/2021  
Disbursement Checks: 34976-34981 – 03/12/2021
- C. 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. Authorization to hire Adam Taylor as Superintendent of Facilities Maintenance for Madison Square Center for the Arts effective March 17, 2021
  - 2. Accept resignation of Police Officer Preston Thomas effective March 19, 2021
  - 3. Accept resignation of David Hodge, Public Works Administrator effective March 8, 2021
  - 4. Accept resignation of Jim Marler, Public Works effective March 8, 2021
- D. Accept the following monthly departmental reports: - **Exhibit D****
  - 1. Administration & Finance – Financials- February 2021
  - 2. Administration & Finance – Privilege Licenses, February 2021
  - 3. Fire Department – February 2021
  - 4. Public Works – February 2021
- E. Accept the 2020 Annual UCR Report – **Exhibit E****
- F. Acknowledge receipt of First Security Bank Maturity for Certificate No. R-6 – **Exhibit F****
- G. Approve the Request for Project Funding and the Funding Grant Agreement for the 2020 Madison City Hall and Performing Arts Center Fund - \$750,000.00 – **Exhibit G****

- H. Approval of and authorization for City Clerk to execute Group Portal Access documents with Gulf Guaranty Group Health – **Exhibit H**
- I. Approval of and authorization for Police Department to execute renewal Memorandum of Understanding (MOU) between MS Homeland Security and Madison Police Department for access to the ALPR (automated license plate readers) servers – **Exhibit I**
- J. Approval of the following Temporary Store Unit Permits: - **Exhibit J**
  - 1. Scott Morris, 475 Fairfield Drive from March 3, 2021- April 4, 2021
  - 2. Broadmoor Baptist Church, 1531 Highland Colony Parkway from March 15 2021 – May 5, 2021
- K. Approve Police Department Travel and Training Calendar (March 2021 – July 2021) – **Exhibit K**
- L. Authorization for Police Department to remove vehicle from inventory as outlined in the attached memorandum – **Exhibit L**
- M. Authorization for Billy Dean, Building Official to travel to Gulfport, MS for the Building Officials Association of MS (BOAM) Summer Conference on June 14-18, 2021- **Exhibit M**
- N. Acceptance and approval of receipt of \$25,000.00 matching grant from America in Bloom (AIB) for a botanical garden at the Montgomery House
- O. Approve planting plan for Madison Ridgeland Academy to bring it into compliance with the landscape ordinance requiring screening of parking lots along public streets – **Exhibit N**
- P. Accept Amendment No. Three to Irrevocable Standby Letter of Credit No. 18-015-SP Originally dated March 7, 2018 from Trustmark National Bank for Sanctuary Development, LLC – **Exhibit O**
- Q. Approval of and authorization for Mayor to execute the Support Services Agreement with Terry Service, Inc. for the period of April 1, 2021 – March 31, 2022 – **Exhibit P**
- R. Establish selection committee (Chris Buckner, Mike Hudgins, Dexter Shelby) to score and select the engineer from the submitted Request for Proposals for the CDBG Grant application.
- S. Approval of and authorization for Mayor to execute Construction Estimate #5, February 2021 for Hemphill Construction Company, Inc. for the Hoy Road Improvements/Rice Road Multi-Use Patch- STP-6940-00-(001)-LPA/105508-701000 & STP-0-047-00(035) LPA/106869-701000 – **Exhibit Q**
- T. Authorization of additional concrete repair work needed as part of the resurface roads project in North Place Subdivision; North Azalea Drive – **Exhibit R**
- U. Approve Acceptance of Perpetual Utility Easement from Crawford Retail I, LLC (Parcel Number 072C-07A-005.00.00) – **Exhibit S**
- V. Approve Acceptance of Perpetual Utility Easement and Access Easement from Northbay Homeowners Association for access to the City's Sewer Lift Station – **Exhibit T**
- W. Authorize Update to and Amendment of the Certified LPA list to add Dexter Shelby

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

## **COMMUNITY DEVELOPMENT DEPARTMENT**

### **Concept Plan, Arlington at Colony Park – Approved**

Community Development Director Kianca Stringfellow presented the request of Lake Castle Development LLC for development of the Arlington at Colony Park. This request is for approval of the concept plan for a 40-acre, 125 lot development to be located at the southwest corner of Colony Parkway & Lake Castle. After review, the motion was made by Alderman Strain to grant approval of the concept plan as presented. A second to this motion was made by Alderman Jacobs and the vote was unanimous in favor of approval. Mayor Hawkins Butler declared the motion carried. Document relevant to this request is attached hereto and incorporated herein as **Exhibit U**.

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 Strain and unanimously approved. Mayor Hawkins Butler declared the motion carried and the meeting adjourned.

Mary Hawkins Butler  
Mary Hawkins Butler, Mayor

Attest:

Susan B. Crandall  
Susan B. Crandall, City Clerk